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PROCEEDINGS
OF THE
Teachers College Board
(FORMERLY NORMAL SCHOOL BOARD)
OF THE
STATE OF ILLINOIS

DWIGHT H. GREEN
GOVERNOR



Issued by

FRANK G. THOMPSON
Chairman of Teachers College Board

VERNON L. NICKELL
Secretary of Teachers College Board

1941

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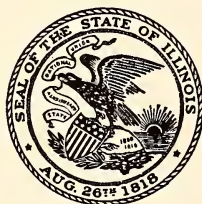


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PROCEEDINGS
OF THE
Teachers College Board
(FORMERLY NORMAL SCHOOL BOARD)

Frank G. Thompson
Director Department of Registration and Education
Chairman of Teachers College Board

Vernon L. Nickell
Superintendent of Public Instruction
Secretary of Teachers College Board



STATE OF ILLINOIS

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1941

Edited by EDWIN McDONALD
Coordinator of Teachers College Board

Teachers College Board Prints Board Proceedings

At a regular meeting of the Teachers College Board, with Hon. Frank G. Thompson presiding, the board voted to cause all the proceedings that were not published in printed form since 1936 up to the beginning of the administration of Governor Dwight H. Green and thereafter to be printed.

The cost of the printing was to be taken from elapsed printing appropriations of the 1943-1945 biennium of the Department of Registration and Education and Superintendent of Public Instruction.

SB6
P7
1941

MINUTES OF NORMAL SCHOOL BOARD MEETING

At the Abraham Lincoln Hotel, Springfield, March 25, 1941

The Normal School Board met at the Abraham Lincoln Hotel, Springfield, Illinois, Tuesday, March 25, 1941, at 1:30 P. M. The meeting was called to order by Mr. Frank G. Thompson, Chairman. Roll called and those present were:

Mr. John D. Dill
Miss Harriet A. McIntire
Mr. Otto G. Beich
Mr. Jacob E. Alschuler
Mr. Charles E. McMorris
Mr. Russell L. Guin
Mr. Lindell W. Sturgis

Dr. KARL L. ADAMS, President
Northern Illinois State Teachers College, DeKalb, Illinois

Dr. ROBERT G. BUZZARD, President
Eastern Illinois State Teachers College, Charleston, Illinois

Dr. ROSCOE PULLIAM, President
Southern Illinois State Normal University, Carbondale, Illinois

Dr. RAYMOND W. FAIRCHILD, President
Illinois State Normal University, Normal, Illinois

Dr. W. P. MORGAN, President
Western Illinois State Teachers College, Macomb, Illinois

Mr. LUCIEN A. FILE, Co-ordinator

Those absent were:

Dr. PRESTON BRADLEY

Mrs. HELEN ROSE PEGELOW

Mr. JOHN A. WIELAND, Secretary

A motion was made by Dr. Dill and seconded by Mr. Beich that Roberts Rules of Order be adopted for conduct of Board meetings for the coming year. Motion carried.

A motion was made by Mr. Beich and seconded by Mr. Dill that appointments be made for the following committees:

Buildings and Grounds
Faculty and Curricula
Finance
Dormitory
Supplies and Equipment
Budget
Advisory Committees

The following members were appointed as the Budget Committee:

Mr. Otto Beich, Chairman
Mr. Charles McMorris
Mr. John Dill
Mr. Lindell Sturgis
Miss Harriet McIntire

The Board and the Presidents of the Schools were asked to meet with the Budgetary Commission at 8:00 P. M., March 25, 1941, at the Executive Mansion for further discussion of the Budget.

Mr. File explained the Budget Summary which was presented for comparative purposes.

Mr. McLain of the Department of Finance was consulted regarding the Million Dollar Permanent Improvements Appropriation and the inclusion of \$88,000 to be used as a cushion over and above the amount requested by the Presidents. Discussion was had on increasing the Permanent Improvements Appropriation.

Mr. Dill moved that the Budget Request Summary be approved by the Budget Committee with the additional \$88,000 in Permanent Improvements to be expended if and when needed by authority of the Governor. Motion seconded by Miss McIntire and carried by vote of the Budget Committee.

The Budget Committee's Report was then submitted to the Board, and upon motion of Mr. Dill, seconded by Miss McIntire, was approved as presented, and ordered submitted to the Budget Commission.

President Morgan discussed the Retirement and Annuity Bill which is to be presented at this session of the Legislature.

President Morgan also discussed the advisability of a high school testing program for students who plan to enter college in order that they may be advised more accurately as to their ability to carry on college work. It has been estimated that this will cost each of the colleges not to exceed one dollar per high school student so tested.

It was suggested that the Normal School Board approve the plan so the Teachers Colleges can enter upon it this Spring.

Mr. Thompson appointed the following members to act on the Retirement Plan Committee to report at the April 7th meeting:

Mr. Russell Guin
Mr. Charles McMorris
Mr. Otto Beich

Mr. Thompson appointed the following members to act on the Student Testing Program Committee to report at the April 7th meeting:

Mr. John Dill
Mr. Jacob Alschuler
Mr. Lindell Sturgis

Mr. Thompson took the appointments of other Committees under advisement, appointments to be made at a later date.

It was moved by Mr. Dill and seconded by Mr. Beich that Mr. File be instructed to obtain an exact list of Scholarships and the amounts due the five Teachers Colleges, and that this list be presented to Director Thompson to be submitted in proper form for the transfer of the amounts due the Teachers Colleges from the State Treasury; that the amounts as presented are hereby approved for presentation to the State Treasurer. Motion carried.

Miss McIntire moved that a meeting be held at DeKalb Monday, April 7, at 10:00 A. M. Mr. Dill seconded the motion. Motion carried.

Mr. Beich moved that the meeting adjourn. Mr. Dill seconded the motion. Meeting adjourned until April 7, 1941, at 10:00 A. M., at the Northern Illinois State Teachers College, DeKalb, Illinois.

(Signed) JOHN A. WIELAND, *Secretary*

MINUTES OF THE NORMAL SCHOOL BOARD MEETING

April 7, 1941

at Northern Illinois State Teachers College, De Kalb

The Normal School Board met on April 7, 1941, at 10:00 A. M. at the Northern Illinois State Teachers College with the following members present:

Mr. Guin
Mr. Sturgis
Miss McIntire
Mr. Alschuler
Mr. McMorris
Mr. Beich
Mr. Frank G. Thompson, Chairman

Also present were:

President R. W. FAIRCHILD
Illinois State Normal University, Normal, Illinois
President W. P. MORGAN
Western Illinois State Teachers College, Macomb, Illinois
President K. L. ADAMS
Northern Illinois State Teachers College, DeKalb, Illinois
President R. G. BUZZARD
Eastern Illinois State Teachers College, Charleston, Illinois
President R. PULLIAM
Southern Illinois State Normal University, Carbondale, Illinois
L. A. FILE, Co-ordinator

Mr. Guin, Chairman of the Committee on Retirement and Death Benefits System, reported and submitted the following resolution:

WHEREAS, The Normal School Board realizes the unsatisfactory nature of the present Retirement Plan and feels the necessity of a new plan, and

WHEREAS, The Normal School Board has been advised by the Faculty Committees of the various Normal Schools for the study of the Retirement Plan that the Plan for the Death Benefit and Retirement as submitted by the University of Illinois meets with the approval of the Faculty Committees. Therefore, Be It Resolved, That the Normal School Board join with the Board of Trustees of the University of Illinois in developing a Retirement Plan along the lines outlined in the proposed bill entitled "A Retirement System to be administered in accordance with the provisions of this Act," with the additional provisions that the Governor appoint six members to serve on the Board from the University of Illinois Trustees and three members from the Normal School Board to serve as the Board of Management of the Retirement Fund in lieu of the Board provided in the proposed Bill. It is moved by Mr. Guin and seconded by Mr. McMorris that the Board adopt the resolution and accept the report of the Committee.

A discussion followed. It was the consensus of opinion of the Normal School Board that the Normal Schools should be represented on the Board which will manage the funds. The motion carried unanimously.

In the absence of Mr. Dill, Chairman of the Committee to study the Student Testing Program, Mr. Alschuler and Mr. Sturgis, members of the Committee, reported. The Committee recommended that the five teachers colleges be permitted to participate in the State-wide High School Testings Program. And upon the motion of Mr. Sturgis, seconded by Mr. Alschuler, the Committee's report was accepted and approved. The motion carried by the following votes:

Mr. Guin—Yes.

Mr. Alschuler—Yes.

Mr. Sturgis—Yes

Mr. McMorris—Yes.

Miss McIntire—Yes.

Mr. Beich—Yes.

It was reported that the Budget Commission had recommended that the Legislature give the Normal Schools a total of \$4,630,060 which is an increase of \$420,924.00 over the last Biennial Appropriation. A general discussion of the Budget followed. It was moved by Mr. Beich and seconded by Miss McIntire that the recommended appropriation be allocated to the five teachers colleges on the following percentage basis:

Illinois State Normal.....	26.94%
Southern Normal	23.88%
Northern State Teachers College.....	16.72%
Eastern State Teachers College.....	16.28%
Western State Teachers College.....	16.18%

This allocation being based upon the total request of the five teachers colleges as approved by the Board on March 19, 1941, each school receiving a percentage of the total appropriation in proportion to the asking Budget approved by the Board, March 19, 1941. And that a Committee composed of Mr. Edw. V. Miles, Jr., Business Manager at Southern Normal University, and Mr. W. P. Morgan, President of Western Illinois State Teachers College, be hereby appointed to act as the Legislative Committee whose duty it shall be to go over the figures and find out and break down the allocation to the five teachers colleges in accordance with the wishes of the administration of the schools, and whose further duty it shall be to keep in touch with the Department of Registration and Education and with the Legislature and Legislative Committees, and to instigate appropriate action if the University of Illinois should get an increase, to have our appropriation increased accordingly. Upon roll call the following members voted:

Mr. Guin—No.	Mr. McMorris—No.
Mr. Sturgis—Yes.	Mr. Beich—Yes.
Miss McIntire—Yes.	Mr. Thompson—No.
Mr. Alschuler—Yes.	

The motion carried by a vote of 4 to 3.

President Pulliam reported for Southern Illinois State Normal University. It was moved by Mr. Alschuler, seconded by Miss McIntire, that the report be accepted and approved. Motion carried.

President Buzzard reported for Eastern Illinois State Teachers College. It was moved by Mr. McMorris, seconded by Mr. Sturgis, that the report be approved and accepted as read.

It was moved by Miss McIntire and seconded by Mr. Beich that the reports of the five Presidents be amended to include permission for the colleges to cooperate on a State-wide publication presented by the colleges on teacher training, in the event that each President did not include such request in his report. The motion carried.

President Morgan reported for Western Illinois State Teachers College. Moved by Miss McIntire, seconded by Mr. Beich, that the report be approved and accepted as read.

President Fairchild reported for Illinois State Normal University. It was moved by Miss McIntire, seconded by Mr. Sturgis, that the report be approved and accepted as read. Motion carried.

President Adams reported for Northern Illinois State Teachers College. It was moved by Mr. Sturgis, seconded by Mr. Guin, that the report be approved as read. Motion carried.

Pursuant to a motion duly made and carried at the last meeting of the Board, Chairman Thompson announced the following Advisory Committee for the five schools:

	Miss McIntire
Northern	Mrs. Pegelow
	Dr. Bradley

TEACHERS COLLEGE BOARD

	Mr. Guin
Western	Mr. Beich
	Miss McIntire
	Mr. Beich
Normal	Mr. Sturgis
	Mr. Alschuler
	Mrs. Pegelow
Eastern	Mr. McMorris
	Mr. Guin
	Mr. Dill
Southern	Mr. Sturgis
	Dr. Bradley

There followed a discussion of the meeting dates. It was moved by Mr. Sturgis, seconded by Mr. Guin, that the next regular meeting of the Board be held at Carbondale, Monday, May 19, 1941, at 9:00 A. M. The motion carried. It was moved by Mr. McMorris, seconded by Mr. Sturgis, that the meeting adjourn. Motion carried.

(Signed) JOHN A. WIELAND, *Secretary*

REPORT OF THE WESTERN ILLINOIS STATE TEACHERS COLLEGE, MACOMB April 7, 1941

I. STUDENTS

1. Attendance, Fall Quarter, 1940

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. College				
Postgraduates	6	6	12	16
Seniors	66	68	134	118
Juniors	81	82	163	146
Sophomores	145	208	353	302
Freshmen	173	239	412	497
Total	471	603	1,074	1,079
b. High School	119	122	241	246
c. Elementary School	210	201	411	400
Grand Total	800	926	1,726	1,725

2. Attendance, Winter Quarter, 1940-1941

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. College				
Postgraduates	7	6	13	16
Seniors	64	68	132	126
Juniors	77	74	151	130
Sophomores	137	206	343	309
Freshmen	153	232	385	458
Total	438	586	1,024	1,039
b. High School	119	122	241	246
c. Elementary School	210	201	411	400
Grand Total	767	909	1,676	1,685

3. In each of the above terms, there is little change from the corresponding terms of last year. There is a slightly greater decrease from the fall to winter terms this year than there was last year, but this is largely due to the number of draftees among the students who thought they were to be called early in the Winter Term, and did not register, therefore, for the Winter Term. A greater decrease will be apparent when the figures are available for the Spring Term, for the National Guard and two allotments from the draftees in this territory have been called, and this affected about 40 students from the college.

II. FACULTY

1. Since the meeting of the Board in December, Miss Ruthadele LaTourrette, who had been teaching the second grade in the Training School, has tendered her resignation to be married. Mrs. Arretta Wetzel, Secretary to the Director of Training, has tendered her resignation to take effect June 14, 1941, because she and her husband are moving away from Macomb. Mr. Clifford Julstrom, of the Music Department, has asked to be released from summer work during the First Summer Term, in order to pursue his college work towards his Doctor's degree. Miss Lauretta Robinson, who teaches the English work in the upper grades in the Training School, has asked to be relieved during the First Summer Term, in order that she may go to the hospital for a major operation.

Miss Juna Reynolds, a member of the English Department staff, has also asked to be released during the First Summer Term, in order that she may go to the hospital for major surgery.

2. To take the place of Miss LaTourrette, Miss Kathryn Smith is recommended, at a salary of \$215.00 per month for the remainder of the regular college year. She is a graduate of the Kansas City Teachers College, holds her Bachelor of Science degree in Education, with a minor in English, from the University of New Mexico, has her Master's degree in Education from the University of Iowa, and is well advanced towards her Doctor's degree. She has taught ten years in the elementary schools of Kansas City, and has been Editorial Assistant to Dr. Ernest Horn during her three years as a graduate student at the University of Iowa.
3. Recommendations to fill the vacancies in the Summer School Staff will be submitted later.
4. Faculty List and Salary Schedule for the First Summer Term, 1941, to be paid from the Salary and Wage Account.

TEACHERS COLLEGE BOARD

Name, Classification and Department	First 3 Weeks	Second 3 Weeks	Total
Archer, J. L., Associate Professor, Extension.....	\$ 266.25	\$ 266.25	\$ 532.50
Ayre, H. G., Assistant Professor, Mathematics.....	187.50	187.50	375.00
Bailey, D. L., Associate Professor, Education.....	266.25	266.25	532.50
Barclay, Ralph, Instructor, Physical Education.....	180.00	180.00	360.00
Beighey, Clyde, Associate Professor, Commercial Ed.	277.50	277.50	555.00
Bennett, C. W., Assistant Professor, Chemistry.....	195.00	195.00	390.00
Bennett, Mary, Assistant Professor, Biology.....	213.75	213.75	427.50
Bodine, M. G., Assistant Professor, History.....	187.50	187.50	375.00
Bonham, Tressie, Assistant Professor, Home Econ.	195.00	195.00	390.00
Brophy, Kathleen, Instructor, Physical Education...	157.50	157.50	315.00
Brown, C. H., Unclassified, Mathematics.....	168.75	168.75	337.50
Burke, Marjorie, Instructor, Training Teacher.....	168.75	168.75	337.50
Carter, Elizabeth, Unclassified, Dean of Women....	176.25	176.25	352.50
Carter, J. H., Assistant Professor, Chemistry.....	187.50	187.50	375.00
Colby, Eva, Associate Professor, Home Economics...	228.75	228.75	457.50
Cooper, Bessie, Assistant Professor, Training Teacher	225.00	225.00	450.00
Crabb, Edith, College Nurse, Health.....	105.00	105.00	210.00
Crilly, Karl, Assistant Professor, Music.....	195.00	195.00	390.00
Currens, F. H., Dean and Professor, Chemistry.....	348.75	348.75	697.50
Duncan, Myrtle, Assistant Prof., Training Teacher	195.00	195.00	390.00
Eller, W. H., Associate Professor, Physics.....	236.25	236.25	472.50
Evans, Cecile, Assistant Professor, Library.....	195.00	195.00	390.00
Garner, C. W., Unclassified, Physical Education....	165.00	165.00	330.00
Garwood, Irving, Professor, English.....	307.50	307.50	615.00
Hanson, Ray, Associate Professor, Physical Ed.....	243.75	243.75	487.50
Hesh, Claude, Instructor, Geography.....	187.50	187.50	375.00
Hoover, Isabel, Assistant Professor, English.....	195.00	195.00	390.00
Hooper, Victor, Unclassified, one-half time, Tr. Teach.	56.25	56.25	112.50
Horabin, Waldo, Instructor, Chemistry.....	180.00	180.00	360.00
Jackson, Fanny, Assistant Professor, Library.....	210.00	210.00	420.00
, Instructor, Music.....	168.75	168.75	337.50
Linder, R. G., Associate Professor, Extension.....	228.75	228.75	457.50
Miller, Rayman, Instructor, Industrial Arts.....	187.50	187.50	375.00
Miner, Sarah, Instructor, Home Economics.....	127.50	127.50	255.00
Mitchell, Beulah, Assistant Professor, Train. Teacher	195.00	195.00	390.00
Nelson, Carl, Instructor, Music.....	183.75	183.75	367.50
Oathout, C. H., Professor, Agriculture.....	266.25	266.25	532.50
O'Dell, DeForrest, Associate Professor, English.....	206.25	206.25	412.50
Olson, Hazel, Unclassified, one-half time, Tr. Teacher	56.25	56.25	112.50
Pearce, Clifford, Assistant Professor, Education....	180.00	180.00	360.00
Pease, Kent, Unclassified, English.....	202.50	202.50	405.00
Pence, Helen, Assistant Professor, Training Teacher	195.00	195.00	390.00
Potter, Olive, Assistant Professor, Physical Education	195.00	195.00	390.00
Pottle, Theodora, Assistant Professor, Art.....	221.25	221.25	442.50
Ray, Ethel, Assistant Professor, Education.....	195.00	195.00	390.00
Roberts, Alvin, Unclassified, Visual Education.....	180.00	180.00	360.00
, Instructor, English.....	165.00	165.00	330.00
Robinson, Julius, Unclassified, Commercial Education	176.25	176.25	352.50
, Instructor, Training Teacher.....	165.00	165.00	330.00
Sallee, Roy, Assistant Professor, Biology.....	195.00	195.00	390.00
Schannenken, Margaret, Assisntant Professor, Tr. Teacher	195.00	195.00	390.00
Schleier, I. M., Associate Professor, Ed. and Research	266.25	266.25	532.50
Schory, H. F., Assistant Professor, English.....	228.75	228.75	457.50
Schreiber, E. W., Associate Professor, Mathematics...	243.75	243.75	487.50
Schuppert, W. L., Professor, History.....	322.50	322.50	645.00
Scott, Elna, Assistant Professor, Training Teacher...	195.00	195.00	390.00
Seal, H. C., Associate Professor, History.....	228.75	228.75	457.50
Shake, Kimbrough, Instructor, Visual Education...	112.50	112.50	225.00
Sharp, Dora, Assistant Prof., Health and Phys. Ed.	221.25	221.25	442.50
Simpkins, R. R., Professor, Education.....	337.50	337.50	675.00
Sirola, Oglia, Instructor, Health and Physical Ed.	161.25	161.25	322.50
Smith, Kathryn, Unclassified, Trainging Teacher....	161.25	161.25	322.50
Sollars, Velna, Instructor, Assistant Registrar.....	135.00	135.00	270.00
Strome, Alberta, Instructor, Art.....	187.50	187.50	375.00
Stroup, Esther, Unclassified, Home Economics.....	150.00	150.00	300.00
Stubblefield, H. I., Professor, Health and Phys. Ed.	277.50	277.50	555.00
Sullivan, J. L., Assistant Professor, Agriculture....	187.50	187.50	375.00
Swofford, Lyndal, Unclassified, Library.....	150.00	150.00	300.00
Terrill, Jennette, Instructor, Training Teacher.....	168.75	168.75	337.50
Ter Keurst, A. J., Unclassified, Dean of Men.....	187.50	187.50	375.00
Thisted, M. N., Associate Professor, Education.....	236.25	236.25	472.50
Thompson, Katharine, Assistant Prof., Tr. Teacher	225.00	225.00	450.00
Tillman, A. G., Professor, Geography.....	273.75	273.75	547.50
Toll, Lewis, Assistant Professor, Commercial Ed...	187.50	187.50	375.00
Vawter, Gladys, Assistant Professor, English.....	195.00	195.00	390.00
Voss, Hertha, Instructor, Registrar.....	180.00	180.00	360.00
Waggoner, H. D., Professor, Biology.....	322.50	322.50	645.00
Wardell, Margaret, Instructor, Library.....	157.50	157.50	315.00
Watters, Hilda, Assistant Professor, History.....	187.50	187.50	375.00
Weltek, A. A., Unclassified, History.....	200.00	200.00	400.00

PROCEEDINGS

Name, Classification and Department	First 3 Weeks	Second 3 Weeks	Total
Wetzel, Wayne, Associate Professor, Industrial Arts	\$ 266.25	\$ 266.25	\$ 532.50
Wild, Theresa, Assistant Professor, Music.....	221.25	221.25	442.50
Chidister, Elizabeth, Unclassified, Training Teacher	100.00	100.00	200.00
Miller, Maxine, Unclassified, Training Teacher.....	100.00	100.00	200.00
Roark, Elizabeth, Unclassified, Training Teacher....	100.00	100.00	200.00
Schmitz, Mary, Unclassified, Training Teacher....	100.00	100.00	200.00
Totals	\$16,961.25	\$16,961.25	\$33,922.50

5. Supplementary list with amounts needed, to be paid from Income Fund.

	First 3 Weeks	Second 3 Weeks	Total
Student Help	\$200.00	\$200.00	\$400.00
Student Library Help	300.00	300.00	600.00
Emergency Teachers	200.00	200.00	400.00
Lectures	150.00	150.00	300.00
Total	\$850.00	\$850.00	\$1,700.00
Grand Total for First Summer Term.....	\$17,811.25	\$17,811.25	\$35,622.50

6. Faculty List and Salary Schedule for the Second Summer Term, 1941, to be paid from Salary and Wage Account.

Name, Classification and Department	First 3 Weeks	Second 3 Weeks	Total
Archer, J. L., Associate Professor, Education.....	\$ 266.25	\$ 266.25	\$ 532.50
Bailey, D. L., Associate Prof. one-third time, Ed.....	88.75	88.75	177.50
Barclay, Ralph, Instructor, Physical Education....	180.00	180.00	360.00
Brown, C. H., Unclassified, Mathematics.....	168.75	168.75	337.50
Carter, Elizabeth, Unclassified, one-half time, Dean of Women.....	58.75	58.75	117.50
Carter, J. H., Assistant Professor, Chemistry.....	187.50	187.50	375.00
Colby, Eva, Associate Professor, Home Economics..	228.75	228.75	457.50
Crilly, Karl, Assistant Professor, Music.....	195.00	195.00	390.00
Crabb, Edith, College Nurse, Health.....	105.00	105.00	210.00
Currens, F. H., Professor and Dean, one-half time, Chemistry	174.37	174.38	348.75
Eller, W. H., Associate Professor, Physics.....	236.25	236.25	472.50
Garwood, Irving, Professor, English.....	307.50	307.50	615.00
Hanson, Ray, Associate Professor, one-third time, Physical Education	81.25	81.25	162.50
Hesh, Claude, Instructor, Geography.....	187.50	187.50	375.00
Miller, Rayman, Instructor, one-third time Ind. Arts.	62.50	62.50	125.00
Miner, Sarah, Instructor, Home Economics.....	127.50	127.50	255.00
Morrow, R. M., Unclassified, Chemistry.....	175.00	175.00	350.00
O'Dell, DeForrest, Associate Professor, one-third time, English	68.75	68.75	137.50
Pearce, Clifford, Assistant Professor, Education....	180.00	180.00	360.00
Pottle, Theodora, Assistant Professor, Art.....	221.25	221.25	442.50
Sallee, Roy, Assistant Professor, Biology.....	195.00	195.00	390.00
Schory, H. F., Assistant Professor, English.....	228.75	228.75	457.50
Schuppert, W. L., Professor, History	322.50	322.50	645.00
Seal, H. C., Associate Professor, History.....	228.75	228.75	457.50
Sharp, Dora, Assistant Professor, Physical Education	221.25	221.25	442.50
Simpkins, R. R., Professor, one-half time, Education	168.75	168.75	337.50
Sollars, Velna, Instructor, one-half time, Assistant Registrar.....	67.50	67.50	135.00
Sturm, Kathryn, Unclassified, Biology.....	157.50	157.50	315.00
Ter Keurst, A. J., Unclassified, Education.....	187.50	187.50	375.00
Thisted, M. N., Associate Professor, one-third time, Dean of Men	78.75	78.75	157.50
Toll, Lewis, Assistant Professor, Commercial Ed....	187.50	187.50	375.00
Voss, Hertha, Instructor, one-half time, Registrar..	90.00	90.00	180.00
Welker, John, Instructor, English.....	180.00	180.00	360.00
Welck, A. A., Unclassified, one-third time, History.	66.66	66.67	133.33
_____, Unclassified, Industrial Arts.....	175.00	175.00	350.00
_____, Unclassified, Agriculture.....	175.00	175.00	350.00
_____, Unclassified, Library	195.00	195.00	390.00
Student Help and Labor.....	250.00	250.00	500.00
Student Library Help	250.00	250.00	500.00
Total	\$6,726.03	\$6,726.05	\$13,452.08

III. OTHER COLLEGE EMPLOYEES—No report.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM

1. In keeping with the permission granted by this Board more than a year ago, a committee on graduate study composed of three members of the staff from the University of Illinois and five members from the staffs of the five teachers colleges of Illinois (one from each) has been making a study of a five-year program for these six institutions leading to a Master's degree for preparing teachers, supervisors and administrators for the public schools of Illinois. Much progress has been made, and a general plan has been approved by the general council of the six State-supported institutions of higher education. The committee on graduate study has been instructed "to continue its work and refine the details necessary for implementing the proposed five-year program." Later the final report, when approved by the general council of the six State-supported institutions of higher education, will be presented to the Board for consideration.
2. Two courses which are regularly offered, one in the Geography Department, the other in the Industrial Art Department, were adjusted slightly this term so that they would fit into the Civil Aeronautics Program by being combined with the work required in that program. This permits college credit to be offered for the work.

Buildings and Grounds:

1. For several years, the electric service for the different buildings on the campus has been difficult to balance as to voltage. Sometimes it would run so high as to burn out electric bulbs. Again it would run so low that our picture machines would not give well lighted pictures. There is now in process the adjustment of these difficulties by installing new service lines and a rearrangement of the loads in the various buildings.
2. Rewiring is being completed and new fixtures are being installed in the reserve library. This multiplies the lighting results by three, and reduces the current used by half, apparently.
3. The roof repairs to the Administration building will soon be completed.
4. The new home management house which was occupied for the first time last September is proving to be a better investment than was expected, and all who have been housed there are enthusiastic about its value to the Home Economics Department.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

1. The Selective Service program has disturbed the equanimity of many of the men students, not because they desired to avoid the draft, but due to the uncertainty of their call. About twenty men who are members of the National Guard Unit from Macomb left on March 13, 1941. An equal number who belonged to the Military Band went about the same time. Their unrest came from the fact that they were first told they would leave January 3, then January 26, then at any time, but they waited until the middle of March. About 80 of our men are in the Selective Service, but only a few besides those in the two groups above have gone. Their call has been deferred till June 5, the close of the regular college year.

IX. MISCELLANEOUS

1. Further inquiry has come about the Teachers Colleges participating in the High School Testing Program, to which reply has been made that this Board has a special committee which will probably make a recommendation today, which will result in a decision on this question.
2. Another letter has been received from President Willard, of the University of Illinois, requesting that plans be made for having the retirement bill introduced in the State Legislature. He was informed that another special committee of this Board would make a recommendation today probably after which the action taken on the report would guide the procedure of the Teachers Colleges.
3. Both four and two years ago a bill was introduced in the Legislature, with the permission of this Board, to revise the language of sections of the code pertaining to the Teachers Colleges at certain points so they could be designated therein as Teachers Colleges instead of Normal Schools; so that members of their staff known as associate professors and assistant professors would be included with the other classifications provided in the code; and so that the Board may not only have the power to employ, dismiss and fix salaries of the teaching staff and other employees, but also have power to contract with them on tenure and retirement.

Furthermore, it seems advisable that the name of this Board be changed from Normal School Board to Teachers College Board in the code and elsewhere in the laws of the State.

Bills for these purposes have been prepared, and your approval to have them introduced in the General Assembly now in session is requested.

4. For a number of years the college has rented approximately twenty-five acres of land near the campus for use of its Department of Agriculture at an annual rental of \$245.00. This

lease should be renewed for one year, beginning March 1, 1941.
The farm belongs to F. H. Currens.

X. SUMMARY

The approval of the Board is requested for the following:

1. Resignations of Miss LaTourrette, now Mrs. Hauch, to take effect as of December 20, 1940; and of Mrs. Wetzel, as of June 14, 1941.
2. Leaves of absence for Mr. Julstrom, Miss Robinson and Miss Reynolds for the First Summer Term, 1941.
3. Appointment of Miss Kathryn Smith, as of January 15, 1941.
4. Faculty List and Schedule for First Summer Term.
5. Faculty List and Schedule for Second Summer Term.
6. Introduction of Bills to revise the code and other laws as indicated.
7. Lease of the Currens Farm.

Respectfully, submitted,

W. P. MORGAN, *President*

REPORT OF THE SOUTHERN ILLINOIS NORMAL UNIVERSITY CARBONDALE

To be presented at the meeting of the Normal School Board to be held in DeKalb, Illinois, on Monday, April 7, 1941.

I. STUDENTS

1. Attendance, Winter Term, 1941

a. College	Men	Women	Total	Total One Year Ago
Seniors	129	100	229	222
Juniors	193	128	321	248
Sophomores	321	284	605	667
Freshmen	490	407	897	811
Extension	155	255	410	625
Total Students Carrying				
College Subjects			2,462	2,573
b. High School				
University High School			245	249
Carterville Community High School.....			250	246
Total			495	495
Total Students Above Eighth Grade.....			2,957	3,068
c. Elementary School				
Allyn Training School.....			132	137
Brush Training School.....			348	226
Rural Training Schools.....			201	217
Total			681	580
Grand Total			3,638	3,648

2. High School Scholarships:

Students admitted on scholarships at the Southern Illinois Normal University since the May, 1940, report, as provided by Sections 166, 167, and 169a of "An Act to establish and maintain a system of free schools"—Smith-Hurd Revised Statutes, Illinois, Chapter 122, Section 191-195a.

Name and Address	Summer Term	Fall Term	Winter Term	Spring Term	Total
Alston, Dorothy, Sparta.....		\$10.00	\$10.00	\$10.00	\$30.00
Anderson, Laura, St. Jacob.....		10.00	10.00	10.00	30.00
Arlesic, Rose, Benld.....	\$7.50	10.00	10.00	2.50	30.00
Armstrong, Genevieve, Inka.....		10.00	10.00	10.00	30.00
Atwood, Rozella, Johnston City.....		10.00	10.00	10.00	30.00
Ayers, Esther Mary, Anna.....		10.00	10.00	10.00	30.00
Baird, J. Cletus, Eldorado.....	7.50				7.50
Baker, John C., Equality.....		10.00	10.00	10.00	30.00
Barfield, Patricia, Metropolis.....		10.00	10.00	10.00	30.00
Barker, Herbert, Centralia.....	3.75	10.00	10.00	2.50	26.25
Barman, Burnelle, East St. Louis.....	7.50				7.50
Barnett, Lily Mae, Carbondale.....		10.00	10.00	10.00	30.00
Barron, Marion, Granite City.....		10.00	10.00	10.00	30.00
Basler, Bertha, Cobden.....	7.50				7.50
Bates, Joan Ruth, Herrin.....		10.00			10.00
Beckman, Ethel, Walshville.....		10.00			10.00
Beutler, Norma, Lebanon.....		10.00	10.00	10.00	30.00
Blankenship, Elizabeth, Murphysboro.....		10.00	10.00	10.00	30.00
Boatman, Ralph, Carlinville.....		10.00	10.00	10.00	30.00
Boatright, Fern, Harrisburg.....	7.50	10.00	10.00	2.50	30.00
Bond, Alice, Wood River.....		10.00	10.00	10.00	30.00
Bonner, Garnett, Villa Ridge.....		10.00	10.00	10.00	30.00
Bradley, Naoma, Vergennes.....		10.00	10.00	10.00	30.00
Brehm, Emelyn, Ashley.....		10.00	10.00	10.00	30.00
Brown, Leota, Inka.....		10.00	10.00	10.00	30.00
Brown, Myrtle, Marion.....		10.00	10.00	10.00	30.00
Brown, Wilma, Broughton.....		10.00	10.00	10.00	30.00
Bruce, Doris, Kell.....			10.00	10.00	20.00
Buckingham, Margery, East St. Louis.....	7.50				7.50
Buhrman, Melba E., Nashville.....	7.50				7.50
Bunting, Kate, Albion.....		10.00	10.00	10.00	30.00
Capps, Mavis, Brookport.....		10.00			10.00
Capps, Myrteen, Herrin.....		10.00	10.00	10.00	30.00
Casper, Ruth, Belknap.....		10.00	10.00	10.00	30.00
Clendenin, Robert, Cora.....		10.00	10.00	10.00	30.00
Clotfelter, Marjorie, Greenville.....		10.00	10.00	10.00	30.00
Cockrum, Sarah, Sesser.....		10.00	10.00	10.00	30.00
Coffee, Christine, Harrisburg.....	7.50				7.50
Cole, Hazel, Lovejoy.....		10.00	10.00	10.00	30.00
Colp, Caroline, Carbondale.....		10.00	10.00	10.00	30.00
Conner, Georgianna, West Frankfort.....		10.00	10.00	10.00	30.00
Coulson, Lois, Christopher.....		10.00	10.00	10.00	30.00
Cox, Blanche, West Frankfort.....		10.00	10.00	10.00	30.00
Crichton, Ellen, Herrin.....		10.00	10.00	10.00	30.00
Cunningham, Elizabeth, Pinckneyville.....	7.50				7.50
Dagley, Malcom, Norris City.....		10.00	10.00	10.00	30.00
Daily, Eugene, DuQuoin.....		10.00	10.00	10.00	30.00
Daily, Evelyn, DuQuoin.....	7.50	10.00		10.00	27.50
Dauderman, Nadine, Collinsville.....		10.00	10.00	10.00	30.00
David, Warren, Mounds.....	7.50	10.00	10.00	2.50	30.00
Davis, Harry, Marion.....		10.00	10.00	10.00	30.00
Davis, Roger, Wayne City.....	7.50	10.00	10.00	2.50	30.00
Day, John, Ullin.....		10.00	10.00	10.00	30.00
Deason, Everett, Hurst.....		10.00	10.00	10.00	30.00
Dial, Helen, Benton.....		10.00	10.00	10.00	30.00
Dickhaut, Arlene, Mascoutah.....	7.50				7.50
Dickson, Martha, Lenzburg.....		10.00	10.00	10.00	30.00
Dinan, Dorothy, Prairie DuRocher.....		10.00	10.00	10.00	30.00
Dinkelman, Frederick, Sandoval.....		10.00	10.00	10.00	30.00
Ditzler, Lorraine, Ava.....		10.00	10.00		20.00
Dobbs, Lewis, Dix.....		10.00	10.00	10.00	30.00
Doty, Dorothy, Ewing.....		10.00	10.00	10.00	30.00
Dreyer, Doris, Steeleville.....	7.50	10.00	10.00	2.50	30.00
DuBois, Dorothy, Cobden.....		10.00	10.00	10.00	30.00
Edrington, Edith, Cairo.....		10.00	10.00	10.00	30.00
Edwards, Flo Bagley, St. Elmo.....		10.00	10.00	10.00	30.00
Ellis, Lucille, Herrin.....	7.50	10.00	10.00	2.50	30.00
Emery, Genevieve, Centralia.....		10.00	10.00	10.00	30.00
Evans, Mary, East St. Louis.....		10.00	10.00	10.00	30.00

TEACHERS COLLEGE BOARD

Name and Address	Summer Term	Fall Term	Winter Term	Spring Term	Total
Fairbairn, Elizabeth, Dixmoor.....		\$10.00	\$10.00	\$10.00	\$30.00
Fisher, Glenda, Dongola.....		10.00	10.00	10.00	30.00
Fisher, William, Grand Tower.....		10.00	10.00	10.00	30.00
Foehmer, Charles, Jamestown.....		10.00	10.00	10.00	30.00
Foley, Ruby Pauline, Enfield.....		10.00	10.00	10.00	30.00
Foster, Raymond, Spark's Hill.....		10.00	10.00	10.00	30.00
Freeman, Nancy, Benton.....		10.00	10.00	10.00	30.00
Gallo, Tony, Christopher.....		10.00	10.00	10.00	30.00
Galloway, Eileen, Sesser.....	\$7.50				7.50
Gardner, James, Madison.....		10.00	10.00	10.00	30.00
Garrison, Margaret, Johnston City.....	7.50	10.00	10.00	2.50	30.00
Gasaway, Carl, Galatia.....	7.50	10.00	10.00	2.50	30.00
Gebauer, Anne Mae, Troy.....		10.00	10.00	10.00	30.00
Gilbert, Betty Ann, Mt. Vernon.....		10.00	10.00		20.00
Gilliam, Arthur, Sesser.....		10.00	10.00	10.00	30.00
Giltner, Eva, Brookport.....	7.50				7.50
Goforth, Gale, Pinckneyville.....	7.50				7.50
Graesser, Marie, Trenton.....		10.00	10.00	10.00	30.00
Gram, Georgia Mae, Harrisburg.....		10.00	10.00	10.00	30.00
Griffin, Edith, Brookport.....		10.00	10.00	10.00	30.00
Griffith, Eva, Cobden.....		10.00	10.00	10.00	30.00
Griggs, Charlsie, Madison.....		10.00	10.00	10.00	30.00
Grubb, Eloise Marie, Vergennes.....		10.00	10.00	10.00	30.00
Gruber, Fern, Dowell.....	6.25				6.25
Gum, Betty, Salem.....	7.50	10.00	10.00	2.50	30.00
Hagler, Betty Ruth, Murphysboro.....		10.00	10.00	10.00	30.00
Hall, Stanley, Carbondale.....		10.00	10.00	10.00	30.00
Hamann, Richard, Mascoutah.....		10.00	10.00	10.00	30.00
Hamilton, C. Jeannell, Olney.....		10.00	10.00	10.00	30.00
Hamilton, Hope, St. Louis, Mo.....		10.00	10.00	10.00	30.00
Hampton, Mary, Grayville.....	7.50	10.00	10.00	2.50	30.00
Hargis, Lois, Sparta.....		10.00	10.00	10.00	30.00
Harms, Grace, Lebanon.....		10.00			10.00
Harris, Imogene, Carbondale.....		10.00	10.00	10.00	30.00
Harris, Lillian, Mounds.....		10.00	10.00	10.00	30.00
Heinzman, Mary, Christopher.....		10.00	10.00	10.00	30.00
Henson, Oren, Xenia.....		10.00	10.00	10.00	30.00
Hicks, Daniel Allen, East St. Louis.....		10.00	10.00	10.00	30.00
Hill, Max, Carbondale.....		10.00	10.00	10.00	30.00
Holloway, Frank, Murphysboro.....	7.50	10.00	10.00	2.50	30.00
Holt, Doris, Crossville.....	7.50	10.00	10.00	2.50	30.00
Hood, Elaine, Harrisburg.....		10.00	10.00	10.00	30.00
Hooker, Clifford, McClure.....	7.50	10.00	10.00		27.50
Hoover, Ruth, East St. Louis.....		10.00	10.00	10.00	30.00
Hornbock, Elaine, Hillsboro.....		10.00	10.00	10.00	30.00
Huelsmann, Mary, Trenton.....		10.00	10.00	10.00	30.00
Huson, Alden, Hettick.....		10.00	10.00	10.00	30.00
Irvin, Virginia, Marion.....		10.00	10.00	10.00	30.00
Isbell, Robert, Vandalia.....		10.00	10.00	10.00	30.00
Jacobs, John, East St. Louis.....		10.00	10.00	10.00	30.00
Johns, Mary Ellen, Broughton.....		10.00	10.00	10.00	30.00
Johnson, Eunice, Galatia.....	7.50	10.00	10.00	2.50	30.00
Jones, Beulah, Cowden.....		10.00	10.00	10.00	30.00
Kaegi, Cornelia, Cave-in-Rock.....		10.00			10.00
Karcher, William, Dahlgren.....		10.00	10.00	10.00	30.00
Keene, Margaret, Pinckneyville.....		10.00	10.00	10.00	30.00
Kelly, Dorothy, East St. Louis.....	7.50	10.00	10.00	2.50	30.00
Kidd, Violet, Carrier Mills.....	7.50	10.00	10.00	2.50	30.00
Kiel, Wanda Ruth, Murphysboro.....	3.75	10.00	10.00	6.25	30.00
Kilgore, Wilene, Zeigler.....	7.50	10.00	10.00	2.50	30.00
Kingery, Helen, Carrier Mills.....		10.00	10.00	10.00	30.00
Klein, Arlene, Fufts.....		10.00	10.00	10.00	30.00
Klopper, Raymond, Marissa.....	7.50	10.00	10.00	2.50	30.00
Knobeloch, Marie, Belleville.....		10.00	10.00	10.00	30.00
Knop, Ruth, Campbell Hill.....		10.00	10.00	10.00	30.00
Koeneman, Ray, Steeleville.....		10.00	10.00	10.00	30.00
Kraatz, Carol, Olmsted.....		10.00	10.00	10.00	30.00
Krappe, Grace, Carbondale.....		10.00	10.00	10.00	30.00
Krewinghaus, Virdell, Venedy.....		10.00	10.00	10.00	30.00
Kroener, Ida, Oakdale.....		10.00	10.00	10.00	30.00
Kunsisky, Ernest, Staunton.....		10.00	10.00	10.00	30.00
Kuntz, Florry, Belleville.....		10.00	10.00	10.00	30.00
Kyles, Marion, Carbondale.....		10.00	10.00	10.00	30.00
Lawrence, William R., Tunnel Hill.....		10.00	10.00	10.00	30.00
Laye, Coatney, Lovejoy.....		10.00	10.00	10.00	30.00
Lentz, Diana, Anna.....		10.00	10.00	10.00	30.00
Lerch, Ethel, Valmeyer.....		10.00	10.00	10.00	30.00
Ligon, Veta Joyce, Johnston City.....		10.00	10.00	10.00	30.00
Lill, Patricia, Mascoutah.....		10.00	10.00		20.00
Linker, Martha, Valmeyer.....		10.00	10.00	10.00	30.00

PROCEEDINGS

Name and Address	Summer Term	Fall Term	Winter Term	Spring Term	Total
Lipe, Jo, Elkville.....		\$10.00	\$10.00	\$10.00	\$30.00
Livesay, Doris, DuQuoin.....		10.00	10.00	10.00	30.00
Lorinski, Tophelia, Herrin.....		10.00	10.00	10.00	30.00
Lowry, Clarence, Sparks Hill.....	\$7.50	10.00	10.00		27.50
Lyerly, Jeneive, Jonesboro.....		10.00	10.00	10.00	30.00
Lynn, Paul, Wolf Lake.....		10.00	10.00	10.00	30.00
Mackross, Evelyn, Granite City.....		10.00	10.00	10.00	30.00
Makuh, Steve, Benld.....	7.50				7.50
Malone, Robert, Harrisburg.....		10.00	10.00	10.00	30.00
Mance, Katherine, Valier.....	7.50	10.00	10.00	2.50	30.00
Mangold, Willis, Cobden.....		10.00	10.00	10.00	30.00
Mann, Maxine, Cartersville.....		10.00	10.00	10.00	30.00
Mannen, Dorothy, Waltonville.....		10.00	10.00	10.00	30.00
Mathis, Verna, Grantsburg.....	7.50	10.00	10.00		27.50
Matthews, Nella, Orient.....		10.00	10.00	10.00	30.00
McAfoos, Nina, Benton.....		10.00	10.00	10.00	30.00
McBride, Orval, Ava.....	7.50	10.00	10.00	2.50	30.00
McCall, Marcenna, Murphysboro.....		10.00	10.00	10.00	30.00
McCoy, Hazel, Royaltan.....		10.00	10.00		20.00
McFatrige, Geraldine, Grantsburg.....		10.00	10.00	10.00	30.00
McIllrath, Joy, Carbondale.....	3.75	10.00	10.00	5.00	28.75
McLaughlin, Pauline, Tallula.....	7.50				7.50
McNary, Jesse, Thompsonville.....		10.00	10.00		20.00
McPherson, Earline, St. Louis, Mo.....		10.00	10.00	10.00	30.00
Meissler, Fern, Tilden.....				10.00	10.00
Meridith, Richard, Sandoval.....		10.00	10.00	10.00	30.00
Messex, Virginia, Vandalia.....		10.00	10.00		20.00
Meyer, Ralph, Coulterville.....		10.00	10.00		20.00
Meyer, Virginia, Granite City.....		10.00	10.00	10.00	30.00
Miller, Dorothy, Elkville.....	7.50	10.00	10.00	2.50	30.00
Miller, Elsie, Tamms.....	7.50	10.00	10.00	2.50	30.00
Miller, Georgia, Centralia.....		10.00	10.00	10.00	30.00
Miller, Geraldine, Murphysboro.....		10.00	10.00	10.00	30.00
Miller, Vada, Dahlgren.....	7.50	10.00	10.00	2.50	30.00
Mills, Lucille, Orient.....		10.00	10.00	10.00	30.00
Mitchell, Dwain, Palmyra.....		10.00	10.00	10.00	30.00
Modglin, Audrey, Alto Pass.....		10.00	10.00	10.00	30.00
Moore, Altha Lee, East St. Louis.....	7.50	10.00	10.00		27.50
Moyers, Lewis, Metropolis.....		10.00	10.00	10.00	30.00
Mullinax, Marjorie, Olney.....		10.00	10.00	10.00	30.00
Niemann, Ruth, Centralia.....	7.50				7.50
Norris, Muriel, Cartersville.....		10.00			10.00
Norton, Lenell, Danville.....		10.00	10.00	10.00	30.00
Obermark, Martha, Greenville.....		10.00	10.00	10.00	30.00
Oglesby, Ralph, Harrisburg.....	7.50		*	3.75	11.25
Osland, Elizabeth, East St. Louis.....		10.00	10.00	10.00	30.00
Owen, Imogene, Harrisburg.....		10.00	10.00	10.00	30.00
Palmer, James, Junction.....		10.00	10.00	10.00	30.00
Pannell, Eloise, Collinsville.....	7.50				7.50
Pantaleo, Vincent, DuQuoin.....		10.00	10.00	5.00	25.00
Parr, Luther, Cypress.....		10.00	10.00	10.00	30.00
Parsons, Elaine, Carlinville.....	7.50	10.00	10.00	2.50	30.00
Patterson, Evelyn, Marion.....		10.00	10.00	10.00	30.00
Patterson, Johnson, East St. Louis.....				10.00	10.00
Paule, Francis, Freeburg.....		10.00	10.00	10.00	30.00
Payne, Paul, Ullin.....	7.50	10.00	10.00	2.50	30.00
Pellock, Helen, Benld.....		10.00	10.00	10.00	30.00
Pennell, Dorothy, Cave-in-Rock.....		10.00	10.00	10.00	30.00
Peters, Howard, West Frankfort.....		10.00	10.00	10.00	30.00
Pixley, Marian, West Salem.....		10.00	10.00	10.00	30.00
Pool, Millicent, Norris City.....		10.00	10.00	10.00	30.00
Rains, Lloyd, Ava.....		10.00	10.00	10.00	30.00
Reagan, Ray, Ullin.....	7.50	10.00	10.00	2.50	30.00
Redmond, Dorothy, Granite City.....		10.00	10.00	10.00	30.00
Reedy, Alma, East St. Louis.....		10.00	10.00	10.00	30.00
Reichert, Adelaide, Grand Chain.....		10.00	10.00	10.00	30.00
Reiman, Elliot, Murphysboro.....		10.00	10.00	10.00	30.00
Reynolds, William H., Vienna.....		10.00	10.00	10.00	30.00
Robertson, Wava, Opdyke.....		10.00	10.00	10.00	30.00
Roberts, Samuel, Carbondale.....	7.50	10.00	10.00	2.50	30.00
Robertson, Clyde, Creal Springs.....		10.00	10.00	10.00	30.00
Rodd, Ella Mae, Marion.....	7.50	10.00	10.00	2.50	30.00
Rushing, Maxine, Carbondale.....		10.00	10.00	10.00	30.00
Russell, John, Jacob.....		10.00	10.00	10.00	30.00
Russell, Mary, East St. Louis.....		10.00	10.00	10.00	30.00
Samuel, Gene, Johnston City.....			10.00		10.00
Sanders, Lularose, Hurst.....	7.50	10.00			17.50
Sanders, Virginia, Johnston City.....		10.00	10.00	10.00	30.00
Scherer, Viola Shields, Walsh.....	7.50				7.50
Schluter, Fern, Dongola.....		10.00	10.00	10.00	30.00

TEACHERS COLLEGE BOARD

Name and Address	Summer Term	Fall Term	Winter Term	Spring Term	Total
Schmidt, Ann, Farina.....		\$10.00	\$10.00	\$10.00	\$30.00
Schneider, Leonard, Spark's Hill.....		10.00	10.00		20.00
Schutte, Irma, Pinckneyville.....		10.00	10.00	10.00	30.00
Sears, Phyllis, Goreville.....		10.00	10.00	10.00	30.00
Shackelford, Kathryn, West Frankfort.....		10.00	10.00	10.00	30.00
Sharknas, Alby, West Frankfort.....	\$7.50	10.00	10.00	2.50	30.00
Sheffer, Bernice, Zeigler.....		10.00	10.00	10.00	30.00
Simpson, June, Metropolis.....	7.50				7.50
Singleton, Lois, Shattuc.....		10.00	10.00	10.00	30.00
Skibinski, Wyvonne, Richview.....		10.00	10.00	10.00	30.00
Smith, Charles, Creal Springs.....		10.00	10.00	10.00	30.00
Smith, James, West Frankfort.....		10.00	10.00	10.00	30.00
Smith, Thedazell, Harrisburg.....	7.50	10.00*	3.75*		21.25
Stanley, Anna, Carbondale.....		10.00	10.00	10.00	30.00
Stephens, Betty, Royaltown.....		10.00	10.00	10.00	30.00
Stockton, Bill, Ashley.....		10.00			10.00
Strong, Helen Jo, Shawneetown.....		10.00	10.00	10.00	30.00
Swanson, Sue, Norris City.....	7.50				7.50
Tate, Virginia, Buckner.....		10.00	10.00	10.00	30.00
Taylor, Larry Glenn, McLeansboro.....		10.00	10.00	10.00	30.00
Telford, Joe, Salem.....		10.00	10.00	10.00	30.00
Thomason, Joe, Tamms.....		10.00			10.00
Thompson, Donna, Vandalia.....		10.00	10.00	10.00	30.00
Thompson, Genevieve, Thompsonville.....		10.00	10.00		20.00
Travelstead, Charles, Eldorado.....		10.00	10.00	10.00	30.00
Turner, Charles, Eldorado.....		10.00	10.00	10.00	30.00
Tuthill, Harry, Vergennes.....			10.00		10.00
Tuttle, Marjorie, Ina.....		10.00	10.00	10.00	30.00
Ulrich, Eugene, Grand Chain.....	3.75	10.00	10.00	6.25	30.00
Utley, Ruth, Omaha.....		10.00	10.00	10.00	30.00
Varnum, Robert, DuQuoin.....		10.00	10.00	10.00	30.00
Vinyard, Edith, West Frankfort.....		10.00	10.00	10.00	30.00
Wagner, Charles, Harrisburg.....	7.50	10.00	10.00	2.50	30.00
Walker, Olive, Collinsville.....		10.00	10.00	10.00	30.00
Walter, Vera, Brownfield.....	7.50	6.25*			13.75
Watson, Thurman, Alton.....		10.00			10.00
Weaver, Helen, Norris City.....		10.00	10.00	10.00	30.00
Weaver, Mary, LaClete.....		10.00	10.00	10.00	30.00
Webb, Margaret, Tamms.....		10.00	10.00	10.00	30.00
Webber, Aileen, Thompsonville.....		10.00	10.00	10.00	30.00
West, Shirley, Anna.....		10.00	10.00	10.00	30.00
Whalen, Patricia, Brookport.....		6.25*			6.25
Wham, Anna Margaret, Centralia.....	7.50				7.50
Whisler, Clarence, Ava.....		10.00	10.00		20.00
Whitlock, Casper, Karnak.....		10.00	10.00		20.00
Whitney, Ellen Todd, Greenville.....	7.50	10.00	10.00	2.50	30.00
Whitney, Francis, Grayville.....		10.00	10.00	10.00	30.00
Whittaker, Ruth, Hettick.....		10.00	10.00	10.00	30.00
Wiedman, Clem, Effingham.....		10.00	10.00	10.00	30.00
Williams, Maxine, Cobden.....	7.50				7.50
Williams, Merlin, Valer.....		10.00	10.00	10.00	30.00
Williamson, Howard, Campbell Hill.....	7.50	10.00	10.00	2.50	30.00
Wilson, Clyde, McClure.....		10.00	10.00	10.00	30.00
Wilson, James, Christopher.....	7.50	10.00	10.00	2.50	30.00
Wingo, Marie, Benld.....		10.00	10.00	10.00	30.00
Wright, Dorothy, Murphysboro.....	7.50	10.00			17.50
Wysup, Josephine, West Frankfort.....		10.00	10.00	10.00	30.00
Zeigler, Elmer, Murphysboro.....		10.00	10.00	10.00	30.00
Total	\$486.25	\$2,592.50	\$2,483.75	\$2,078.75	\$7,641.25

* Extension

II AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

1. Since a part of the time of the two faculty members in the Industrial Arts Department has been assigned to National Defense work, we have found it necessary to employ an additional person to take care of some of the classes in this department.

For this position I am submitting the name of Mr. Homer C. Rose. Mr. Rose received the Bachelor of Science Degree from the Stout Institute of Menomonie, Wisconsin, in 1931, and the Master of Science Degree from Iowa State University at

Ames, Iowa, in 1937. He has eighteen semester hours' work toward the Doctor's degree at New York University. Mr. Rose has had ten years of teaching experience in the public schools of Wisconsin.

It is recommended that Mr. Rose be employed in the Industrial Arts Department for the remainder of this year only at a salary of \$245 a month.

2. I have been invited to teach for six weeks in the summer session at Washington University in St. Louis. To accept this invitation would necessitate my being off campus for four days each week for six weeks. I believe that I can do the work without injury to my duties at Southern Illinois Normal University. As a matter of fact the contacts and the stimulation which I will receive from this teaching will be worth something to the college and to me. I should like, therefore, to be given permission by the Board to accept this invitation.
3. For reasons over which the college has had no control, it was necessary during the winter quarter to make three salary adjustments, pending a meeting of the Board:
 - (a) Mr. Orville Alexander, one of the most promising and able young men on the faculty, was offered a position at the Teachers College at Terre Haute, Indiana, to begin work March 1 at a salary that was five hundred dollars a year higher than he has been receiving with us. Both Mr. Swartz, Head of the Political Science Department, and I felt that Mr. Alexander's leaving would be a serious loss to the college. Accordingly, we offered to increase his salary from \$2,400 to \$2,700 a year, and to increase his rank from Assistant Professor to Associate Professor beginning March 1. Mr. Alexander has decided to stay, although the salary we are paying him is still two hundred dollars under that which was offered him at Terre Haute. I should like to have Board approval for this action.
 - (b) Beginning January 1, the National Defense Educational Program asked the Southern Illinois Normal University to assume the responsibility for organizing and supervising National Defense Education projects in vocational education in high schools and NYA centers in Southern Illinois. For this service the college will be completely reimbursed from National Defense funds through the State Board for Vocational Education. We assigned Mr. Robert W. English, of our Industrial Arts staff, to assume this responsibility. Since the position called for him to be away from home most of the week and increased both in amount and in degree of responsibility the work he had been doing, we increased his salary from \$275 to \$325 per month, this increase to obtain only as long as he is assigned to the defense projects. We are to be completely

TEACHERS COLLEGE BOARD

reimbursed for all of Mr. English's services at no increase in cost to the college. I should like to have Board approval for this action.

- (c) On March 21, Mrs. Mabel Howell, who has operated the bookkeeping machines in the college business office and has charge of all accounting under Mr. Miles' direction, received an offer of promotion and transfer from the State Civil Service Commission. With us she was classified as a junior clerk and was receiving \$100 a month. The position that she was offered was that of senior clerk at \$125, with the Unemployment Compensation Service. Mrs. Howell has been employed in the business office for the past six years, beginning as a student employee when she was a freshman in the college. She would be difficult to replace at any salary, much less at \$100 a month. We felt, therefore, that if she is worth \$125 to the State in the Unemployment Compensation Service, she should be worth it to the Southern Illinois Normal University. Accordingly, I let her accept her promotion in rank and agreed to pay her the minimum civil service salary of \$125 a month for the new rank in order to keep her here. Mrs. Howell, now classified as senior clerk, is really doing the work of a highly trained accountant, the minimum Civil Service salary for which would be \$175 a month. I should like to have Board approval for this action.

4. I am presenting below the payroll for the summer session. In order to pay all salaries and wages provided for on this payroll up to the end of the fiscal year on July 1, it will be necessary to draw \$8,803.03 from the Income Fund. The money is available in this fund.

SUMMER SESSION PAYROLL, 1941 FACULTY AND EMPLOYEES

		Salary 1941
AGRICULTURE	Muckelroy, R. E., Professor.....	8 weeks
	Cassell, R. C., Associate Professor.....	8 weeks
		\$844.44 530.00
ART	Williams, Gladys P., Associate Professor.....	8 weeks
	Roach, Lulu D., Assistant Professor.....	8 weeks
	Shryock, Burnett, Assistant Professor.....	8 weeks
BOTANY		560.00 533.32 560.00
	Bailey, William M., Professor.....	8 weeks
	Welch, Walter B., Assistant Professor.....	8 weeks
CHEMISTRY	Marberry, William, Assistant Professor.....	8 weeks
	Neckers, J. W., Professor.....	8 weeks
	Scott, R. A., Associate Professor.....	8 weeks
COMMERCE	Abbott, T. W., Professor.....	8 weeks
	Van Lente, K. A., Associate Professor.....	8 weeks
		776.00 676.00 752.00 676.00
ECONOMICS	Bryant, T. L., Assistant Professor.....	8 weeks
	Buboltz, Van A., Assistant Professor.....	8 weeks
	Cerney, Mary, Unclassified.....	8 weeks
ECONOMICS		644.44 500.00 300.00
	Brainard, Harry G., Associate Professor.....	4 weeks
	Segal, Melvin J., Assistant Professor.....	8 weeks
ECONOMICS	Parrish, John B., Assistant Professor.....	4 weeks
		355.00 530.00 260.00

PROCEEDINGS

		Salary 1941
EDUCATION		
Warren, F. G., Professor.....	8 weeks	\$844.44
Thalman, W. A., Professor.....	8 weeks	858.00
Ragsdale, Ted R., Associate Professor.....	8 weeks	600.00
Gellermann, Louis W., Associate Professor.....	8 weeks	600.00
Lawson, Douglas E., Associate Professor.....	8 weeks	560.00
ENGLISH		
Neely, Julia, Associate Professor.....	8 weeks	595.54
Crawford, Mary, Assistant Professor.....	8 weeks	555.54
Krappe, Edith, Assistant Professor.....	8 weeks	555.54
Tenney, Charles, Associate Professor.....	8 weeks	676.00
Magnus, Dorothy B., Assistant Professor.....	8 weeks	556.00
Schneider, William B., Associate Professor.....	8 weeks	620.00
Barber, J. Minnette, Assistant Professor, Head of Anthony Hall.....	8 weeks	540.00
Combs, Mary, Instructor.....	8 weeks	540.00
FOREIGN LANGUAGE		
Smith, Madeleine, Assistant Professor.....	8 weeks	476.00
Davis, J. Cary, Associate Professor.....	8 weeks	555.54
Dallmann, William P., Associate Professor.....	8 weeks	580.00
GEOGRAPHY		
Barton, Thomas F., Professor.....	8 weeks	650.00
Cox, Flemin W., Associate Professor.....	8 weeks	666.66
Krause, Annemarie, Assistant Professor.....	8 weeks	530.00
HISTORY		
Beyer, Richard L., Professor.....	8 weeks	744.00
Lentz, E. G., Professor and Dean of Men.....	8 weeks	760.00
Baker, Sara, Assistant Professor.....	4 weeks	261.00
Pardee, Charles J., Assistant Professor.....	8 weeks	535.32
Wright, John I., Assistant Professor.....	8 weeks	533.32
Barnes, Sherman B., Associate Professor.....	4 weeks	285.00
Cramer, C. H., Associate Professor.....	8 weeks	684.00
HOUSEHOLD ARTS		
Woody, Lucy K., Associate Professor and Dean of Women.....	4 weeks	308.55
Barnes, Mary Louise, Assistant Professor.....	8 weeks	311.11
Babcock, Gladys, Instructor.....	8 weeks	450.00
INDUSTRIAL ARTS		
Schroeder, J. Henry, Assistant Professor.....	8 weeks	600.00
English, Robert W., Unclassified.....	8 weeks	650.00
MATHEMATICS		
Mayor, John R., Professor.....	8 weeks	650.00
Wright, Alice Kelsey, Assistant Professor.....	4 weeks	244.44
Purdy, J. R., Associate Professor.....	4 weeks	349.00
McDaniel, W. C., Assistant Professor.....	8 weeks	500.00
MUSIC		
McIntosh, David S., Associate Professor.....	8 weeks	617.10
Margrave, Wendell, Assistant Professor.....	8 weeks	500.00
Van Cleave, Emerson, Instructor.....	8 weeks	440.00
Wakeland, Floyd V., Assistant Professor.....	8 weeks	460.00
PHYSICAL EDUCATION		
McAndrew, William, Associate Professor.....	8 weeks	708.00
Lingle, Leland P., Assistant Professor.....	8 weeks	556.00
DiGiovanna, Vincent, Associate Professor.....	8 weeks	600.00
Martin, Glenn, Instructor.....	8 weeks	533.32
Muzzey, Dorothy M., Assistant Professor.....	8 weeks	470.00
Davies, Dorothy, Assistant Professor.....	8 weeks	490.00
McLane, Helen, Instructor.....	8 weeks	450.00
PHYSICS AND ASTRONOMY		
Young, Otis B., Associate Professor.....	8 weeks	720.00
Zimmerschied, Charlotte, Assistant Professor.....	8 weeks	533.32
Watson, Richard E., Unclassified.....	8 weeks	520.00
PHYSIOLOGY AND HEALTH EDUCATION		
Hinrichs, Marie A., Professor and School Physician.....	8 weeks	650.00
Denny, Florence E., Assistant Professor and School Nurse.....	8 weeks	454.00
Borkon, E. L., Assistant Professor and School Physician.....	8 weeks	620.00
POLITICAL SCIENCE		
Swartz, Willis G., Professor.....	8 weeks	730.00
Alexander, Orville, Associate Professor.....	8 weeks	600.00
SOCIOLOGY		
Bowden, Robert D., Professor.....	8 weeks	710.00
Landis, Judson T., Assistant Professor.....	8 weeks	520.00
Gum, Wanda Newsum, Instructor and Assistant Dean of Women.....	8 weeks	580.00
ZOOLOGY		
Gersbacher, Willard, Associate Professor.....	8 weeks	570.00
Stein, Hilda A., Associate Professor.....	8 weeks	577.76
Scott, Martha, Assistant Professor.....	8 weeks	533.32

TEACHERS COLLEGE BOARD

		Salary 1941
PRACTICE DEPARTMENT		
Merwin, Bruce W., Director of Training Schools, Professor.....	8 weeks	\$844.00
<i>University High School</i>		
Wells, Florence A., Critic, Assistant Professor.....	8 weeks	454.00
Logan, C. C., Critic, Assistant Professor.....	8 weeks	288.88
		(one-half time)
Rieke, Evelyn, Critic, Instructor.....	8 weeks	420.00
McCreight, Rockwell, Critic, Instructor.....	8 weeks	420.00
Paterson, Charles, Critic, Instructor.....	8 weeks	200.00
Smith, Gladys L., Critic, Instructor.....	8 weeks	454.00
Cagle, Fred, Critic, Assistant Professor.....	8 weeks	540.00
Gibbons, Alberta, Critic, Assistant Professor.....	8 weeks	466.66
Hall, Dilla, Critic, Assistant Professor.....	8 weeks	576.00
Bach, E. Louise, Critic, Instructor.....	8 weeks	456.00
Troutt, Madge, Critic, Assistant Professor.....	8 weeks	444.44
<i>Elementary Training Schools</i>		
Cisne, W. G., Superintendent, Professor.....	8 weeks	745.54
<i>Allyn Training School</i>		
Rogers, Ora, Critic, Instructor.....	8 weeks	444.44
Entsminger, Mary, Critic, Assistant Professor.....	8 weeks	476.00
Fults, Ruth, Critic, Instructor.....	8 weeks	450.00
Van Trump, Ruby, Critic, Instructor.....	8 weeks	466.66
Mott, Sina M., Critic, Assistant Professor.....	8 weeks	480.00
Randolph, Victor, Critic, Instructor.....	8 weeks	430.00
Teel, Harley R., Critic, Instructor.....	8 weeks	430.00
<i>Rural Training Schools</i>		
Bracewell, George, Acting Director, Associate Professor.....	4 weeks	290.00
Hall, Emerson, Critic, Assistant Professor.....	8 weeks	540.00
Dillow, J. W., Critic, Instructor.....	8 weeks	500.00
Malone, Willis E., Critic, Assistant in rural practice.....	8 weeks	400.00
LIBRARY		
Bosley, Howard E., Associate Professor.....	8 weeks	570.00
Hart, Fay, Assistant Professor.....	4 weeks	233.33
Hankla, Golda, Instructor.....	8 weeks	320.00
Shubert, Esther, Unclassified.....	8 weeks	300.00

IV. THE ORGANIZATION

- The following calendar for the school year 1941-42 is submitted to the Board for approval:

SUMMER SESSION, 1941

1941

June 9, Monday.....Registration
 June 10, Tuesday.....Instruction begun
 July 31-August 1, Thursday-Friday.....Final Examinations

FALL QUARTER

September 8, Monday.....Registration
 October 24, 25, Friday-Saturday.....Homecoming
 November 26-28, Wednesday-Friday.....Final Examinations

WINTER QUARTER

December 1, Monday.....Registration
 December 2, Tuesday.....Instruction begun
 December 20, Saturday.....Christmas vacation begun
 1942

January 5, Monday.....Instruction resumed
 March 4-6, Wednesday-Friday.....Final Examinations
 March 7-15.....Spring vacation

SPRING QUARTER

March 16, Monday.....Registration
 March 17, Tuesday.....Instruction begun
 May 31, Sunday.....Baccalaureate Service
 June 2-4, Tuesday-Thursday.....Final Examinations
 June 5, Friday.....Sixty-seventh Annual Commencement

PROCEEDINGS

SUMMER SESSION, 1942

June 15, Monday.....Registration
June 16, Tuesday Instruction begun
August 6-7, Thursday-Friday.....Final Examinations

FALL QUARTER

1942

September 14, Monday.....Registration

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS—No report.

VII. AUXILIARY ENTERPRISES

Proposal for a Southern Illinois Normal University Foundation. A year ago when the senior class and the Reverend and Mrs. Alexander of Carbondale together were arranging to give two acres of land to the college for a specific purpose, the general question of an agency for receiving gifts and bequests for the college was brought into focus. We have made a tentative investigation, and we find that a considerable number of State universities, including our own University of Illinois, have set up non-profit corporations in the form of foundations for the purpose of receiving gifts and administering trusts and loan funds that are left to the college for specific purposes.

Southern Illinois Normal University is the only institution of higher education in a very large area, and it is therefore likely that if a suitable agency for receiving them were set up, substantial gifts might be expected to come our way from time to time. I should like to recommend, therefore, that the Chairman of the Board appoint a committee of members of the Board to investigate the feasibility of establishing a Southern Illinois Normal University Foundation, and if they think it feasible, to recommend a formal organization to the Board at one of its early future meetings.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

The approval of the Normal School Board is asked for the following items which I am recommending:

1. The transfer of \$7,641.25 from the General Revenue Fund of the State of Illinois to the Normal School Income Fund for credit to the Southern Illinois Normal University to cover the Teachers College Scholarships for the year 1940-41.
2. Validation of the employment of Mr. Homer C. Rose in the Industrial Arts Department for the remainder of this school year only at a salary of \$245 a month.

3. Granting the request of the President for permission to teach for six weeks this summer at Washington University.
4. Validation of the increase in salary and rank offered to Mr. Orville Alexander of the Department of Political Science.
5. Validation of the increase in salary for national defense supervision for Mr. Robert W. English of the Industrial Arts Department.
6. Validation of the appointment of Mrs. Mabel Howell as senior clerk at a salary of \$125 a month.
7. Approval of the salary schedule of the faculty for the summer session of 1941.
8. The adoption of the calendar for the year 1941-42.
9. The appointment by the Chairman of the Board of a committee to investigate the establishment of a Southern Illinois Normal University Foundation.

Respectfully submitted,

ROSCOE PULLIAM.

ILLINOIS STATE NORMAL UNIVERSITY NORMAL

Meeting at DeKalb, April 7, 1941

To the Chairman and Members of the Normal School Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS

1. Attendance for the Second Semester, 1940-1941

a. University	Men and Boys	Women and Girls	Total	Total One Year Ago
Postgraduates	5	5	10	12
Seniors	103	186	289	303
Juniors	118	181	299	318
Sophomores	163	308	471	539
Freshmen	195	414	609	669
	0	1	1	0
Total College Students on Campus	584	1,095	1,679	1,841
b. University High School.....	207	152	359	379
c. University Elementary School....	120	146	266	286
d. Cooperating Schools				
Illinois Soldiers and Sailors				
Children's School	249	158	407	431
Rural Schools	83	62	145	132
Towanda Schools (High School and Grades).....	80	90	170	177
Total Pupils, Elementary and Secondary	739	608	1,347	1,405
Total	1,323	1,703	3,026	3,246
Extension	40	363	403	434
Grand Total	1,363	2,066	3,429	3,680

2. Extension Courses:

The demand for extension classes in Central Illinois still exceeds our ability to provide sufficient staff to handle all of the work desired by many teachers in service. However, to the best of our ability, we are attempting to render a service to our territory and during the present semester we are operating the classes listed below in the centers indicated. It will be noted that the figures below are course enrollments and the total is in excess of the distribution of men and women indicated under enrollment in this report. The total of 994 course registrations for the entire year should be compared with 814 such enrollments for the 1939-1940 school year.

Center	Course and Instructor	Enrollment
Paxton	Home Vegetable Gardening 128, T. J. Douglas.....	46
Decatur	M. and P. in Elementary Social Studies 191, R. S. Ellwood.....	31
Decatur	M. and P. in High School Social Studies 193, R. S. Ellwood.....	32
Normal	School and Community Relations 204, Floyd T. Goodier..	20
Watseka	Principles of Economics 121, J. W. Green.....	25
Springfield	English Literature 214, Herbert R. Hiatt.....	19
Morris	Geography of Middle America 211, L. A. Holmes.....	34
Decatur	Arithmetic Methods 250, W. R. Lueck.....	20
Springfield	Arithmetic Methods 250, C. N. Mills.....	24
Streator	Applied Nature Study 222, L. W. Miller.....	25
Pontiac	Social and Economic Organization 161, C. W. Moore....	43
Clinton	Children's Literature 201, Thelma Nelson.....	15
Danville	Pol. Institutions and Practices in Illinois 151, Clarence Orr	43
Girard	Art 101, D. L. Weismann.....	25
Streator	Elementary Agriculture 101, O. L. Young.....	13
Total Enrollment Second Semester.....		415
Total Enrollment First Semester.....		579
Total for the Year.....		994

3. State Scholarship List of Students:

The fifth report of the State Scholarship students under the high school scholarship law is submitted for the entire school year 1940-1941. I hereby certify to the Normal School Board that the following persons with the addresses given in each case have attended Illinois State Normal University for the period indicated and on the basis of Section 169a of the State School Law, Illinois State Normal University is entitled to receive compensation at the rate of \$30.00 per annum per student for all such students, the total amount being indicated at the end of the list of names and addresses.

a. Those attending school for the entire year, 1940-1941:

Ackley, Therman.....	Middletown	Bagby, Patricia Marguerite..	Blue Mound
Adair, Caryl Mae.....	Chicago Heights	Bailey, Lillian	Fulton
Adkins, Josephine.....	Paxton	Baker, Edith Maxine.....	Edinburg
Ahrenkiel, Ruth Alma.....	Athens	Baker, Esther	LaMoille
Allen, Jean M.....	Kewanee	Baker, Marjorie B.....	Rutland
Allonby, Eleanor June.....	Peoria	Banker, Betty Jane.....	Elgin
Anderson, Wendell G.....	Bensenville	Barbee, John Yale.....	Waggoner
Anderson, Wilma Dorothy...	Taylorville	Barnes, Rita Belle.....	Colfax
Applegate, Ruth Emily.....	Atlanta	Barricklow, Ola Erma.....	Hillsboro
Arnin, Ruby Emma.....	Columbia	Barry, Lucille E.....	Morrisonville
Asay, Frieda Mae.....	Thawville	Bartolini, Renato Paul.....	Ladd
Atteberry, Frances Eugenia...	Peoria	Bateman, Ruby Mary.....	Mansfield
Babbitt, Agnes Marie.....	Virden	Battershell, Betty Jane.....	Roodhouse
Bachman, Edna Mae.....	Bradshaw	Bauer, Mildred Edna.....	Nokomis
Bacopulos, Blossom	Monticello	Baumgardner, Carl Harmond..	San Jose

TEACHERS COLLEGE BOARD

Belcher, Eleanor Ruth.....Cooksville
 Belt, Ardetta Pearl.....Morrison
 Benner, Annette.....Milford
 Bennett, Alice Faye.....Toulon
 Bergschneider, Helen Francis.....New Berlin
 Bessmer, Christine Mary.....East Moline
 Black, Genevieve Louise.....Downs
 Blakeman, Arlene G.....Virginia
 Blatnik, John V.....DePue
 Bloome, Elleen Elizabeth.....Carlinville
 Blue, Mary Mae.....Sheldon
 Blue, Shirley Bernice.....Cornell
 Bodine, Ivan.....Ohio
 Bolinger, Shirley.....Springfield
 Borgelt, Marcia Adeline.....Havana
 Bost, Frieda Mae.....Dana
 Boyd, Catherine Jane.....Manteno
 Boyd, Norma Margaret.....Grand Chain
 Bradshaw, Glenn Raymond.....Peoria
 Brall, Ruth.....Peoria
 Brandt, LeRoy Francis.....Coal City
 Brash, Dorothy Anna.....St. Joseph
 Brauer, George Martin.....Oakford
 Breiter, Carol Grace.....Peotone
 Brooks, Wanda.....Springfield
 Brown, Opal Josephine.....Cambridge
 Browning, Martha Jean.....Perry
 Browning, Mary Jane.....Perry
 Brummet, Berthal Doyne.....Minier
 Brummet, Richard Lee.....Minier
 Bryan, Dorothy Evelyn.....Wapella
 Buches, Julia Rose.....Rockford
 Buck, Warren Louis.....Normal
 Bug, Jane Lee.....Belleville
 Burnett, Mary Emma.....Fancy Prairie
 Cambridge, Wilma Maude.....Onarga
 Canning, William Mathew.....Chicago
 Carey, Helen Jane.....Kinsman
 Carlson, Elsie Violet.....Sparland
 Catlin, Dorothy.....Springfield
 Cavanagh, Margaret Eloise.....Flanagan
 Cavins, Margaret Ruth.....Beecher City
 Chambers, Lois Gertrude.....Gibson City
 Chase, Beverly.....Elwood
 Cheever, Thomas Charles.....Milford
 Christ, Kenneth Eugene.....Lowpoint
 Christiansen, Elizabeth Elise.....Gibson City
 Clapper, Marvin W.....Ogden
 Classen, Dorothy Augusta.....Gilman
 Classen, Harold Arthur.....Gilman
 Clauson, Evelyn June.....Fairview
 Clayton, Ethel.....Morris
 Clouse, Edith.....Wellington
 Coady, Dorothy Mary.....Palmer
 Cole, Pauline Esther.....Henning
 Colgan, William.....Toulon
 Cooke, Bette Belle.....Chicago
 Cope, Norma Alice.....Jerseyville
 Cordes, Betty Frances.....Benson
 Cottrell, Phyllis.....Mechanicsburg
 Cox, Maribeth.....Cropsey
 Crosby, Elsie Mae.....DeLand
 Cross, Anna Mae.....Venice
 Croxen, Ruth Stella.....Peotone
 Crum, Cecil C.....Litterberry
 Cyrier, Frances Marie.....St. Anne
 Dale, Fred Albert.....Colfax
 Dautenhahn, Harold F.....Pleasant Plains
 Davenport, Nettie Belle.....Clinton
 Davidson, Keith Carlyle.....White Hall
 Davies, Marian Elizabeth.....Mazon
 DeBarr, Albert.....East Moline
 DeBarr, Robert G.....East Moline
 DeBois, Elon.....Clinton
 DeBolt, Helen Margaret.....Sheffield
 Decker, Mavis Maureen.....Washington
 Dennis, Dwight.....Momence
 Dickey, Joybelle D.....Parnell
 Dickman, John David.....Pontiac
 Dodson, Helen Lorraine.....Morrisonville
 Dohrs, Alice R.....Modesto
 Donovan, Ellsworth Alden.....Ashland
 Dougherty, Mary E.....Ottawa

Duckworth, Marjorie Jane.....Herscher
 Dugger, Ruth Evelyn.....Hillsboro
 Duncan, Rosemarie Patricia.....Dupo
 Duncanson, Betty J.....Green Valley
 Dumire, Virginia Ruth.....El Paso
 Dutczak, Emilie.....Calumet City
 Eastburn, Dorothy.....Sheldon
 Eberle, Marian Brown.....Lincoln
 Eicher, Helen Elizabeth.....Genoa
 Eigsti, Gladys.....Flanagan
 Elder, Louise Barbara.....Humboldt
 Ely, Mary Catherine.....Bloomington
 Emery, Reva Esther.....Mt. Pulaski
 Erio, Margaret Ann.....Gillespie
 Ernst, Howard Paul.....Carlock
 Evans, Dorothy Mae.....Clinton
 Ewers, Evelyn Ruth.....New Holland
 Fanelli, Helen Virginia.....Amboy
 Farmer, Myrtle Lucille.....McLean
 Farner, Jeanette L.....Villa Grove
 Farrell, Edward J.....Bement
 Farrell, Margaret S.....Marseilles
 Fechter, Marguerite Louise.....East Peoria
 Ferguson, Doris.....Martinsville
 Finfrook, Reva Carolee.....Waynesville
 Finley, James Elbert.....Hudson
 Fogel, Hazel Norrene.....Milledgeville
 Forcht, Lillian Marie.....Hennepin
 Frances, Berniece Fern.....Lyndon
 Fredrickson, Janet.....Elgin
 French, Evelyn V.....Downs
 Friday, Florence Margaret.....Anchor
 Frieburg, Gerald.....Saybrook
 Fulton, Elsie Berdena.....Heyworth
 Gathman, Wayne.....Topeka
 Gauron, Virginia C.....Schiller Park
 Gavican, Mary.....Wilmington
 Gengler, Inez Marie.....Moline
 Gerfen, Charles Otto.....Breese
 Geske, Jane Alvina.....LeRoy
 Giacobassi, Tilio.....Kincaid
 Gifford, Marguerite.....Cabery
 Gifford, Richard Ross.....Cabery
 Gillespie, Marion Iverna.....Libertyville
 Gilliland, Glenna Leota.....Taylorville
 Glassford, Anne Dorothy.....South Pekin
 Goedde, Lois Marie.....Carrollton
 Goodman, Jewel Virginia.....Wood River
 Goodwin, Norma Maxine.....Palestine
 Gorman, Marie Elizabeth.....Raymond
 Graden, Mary Frances.....Witt
 Gramann, Robert George.....Beardstown
 Grandt, Alten Frederick.....Farina
 Graves, Jane Maren.....Hartford
 Gray, Earl Franklin.....El Paso
 Green, Martha Elmor.....Decatur
 Gribler, William Louis.....O'Fallon
 Grichnik, Margaret Lucia.....Gillespie
 Griswold, Edna Elaine.....Hammond
 Groshong, Doris Ethel.....Venice
 Gross, Dorothy Virginia.....LaMoille
 Gunderson, Stella Margaret.....Peoria
 Hachmeister, Violet Grace.....Chicago
 Haddy, Della.....Neponset
 Hagerman, Clara Mae.....Peoria
 Hamlyn, Alvera.....Kankakee
 Hammack, Maxine E.....Urbana
 Hammond, Robert Grove.....Gillespie
 Hancock, Juanita E.....Morton
 Hanks, LaVerne.....East Alton
 Hannah, Wade.....Monticello
 Hanson, Alice May.....Paxton
 Hanson, Winifred Leone.....Normal
 Harlan, Virginia Lee.....Fairfield
 Harms, Mildred Bernice.....Saybrook
 Harris, Gwendolyn Loraine.....Colfax
 Harris, Madalyn.....Yorkville
 Harvey, Shirley L.....Long Point
 Hatfield, Mary Louise.....Bluffs
 Hauge, Aldora.....Minooka
 Hawthorne, Velma M.....Mansfield
 Hazen, Dorthea L.....Mahomet
 Healey, Cherrie Jane.....Loda

PROCEEDINGS

Heath, Marian Margaret..Carbon Cliff
Heft, Esther L.....Latham
Henderson, Melba A.....Bloomington
Henderson, Ruth Agnes.....Minier
Henry, Goldia.....La Rose
Heriot, Clara Jean.....Moweaqua
Hewitt, Margaret J.....Steward
Hewitt, Marie Fay.....Chesterfield
Hickle, Bert J.....Mahomet
Hightower, Nancy Emma.....Kankakee
Hildebrand, Theresa Lucile.....Chicago
Hinshaw, Darlene Estella.....Cropsey
Hitchings, Evelyn Kathryn.....Raymond
Hobkirk, Mary Louise.....Williamsville
Hodgson, Helen Ruth.....Homer
Hoffman, Mary Jean.....Mansfield
Holtje, Marcia Marie.....Prairie View
Hood, LaNora.....Martinsville
Houk, Lois Faye.....Canton
Howell, Doris L.....Winnebago
Howter, Kaye Killough.....DeLong
Howmiller, Elaine Millicent.....Lansing
Howmiller, Eldine Leila.....Lansing
Hubly, Mary Ruth.....Chatsworth
Hull, Betty Jane.....Oswego
Hungerford, Willard Herbert.....Loda
Hurdle, Betty Ann.....Mt. Sterling
Ireland, Edith L.....Onarga
Irwin, Eunice Lorraine.....Bloomington
Isenberg, Louise Melba.....Saunemine
Jaeger, June.....Lansing
Jahnke, Lois Kathleen.....Lake Villa
Jamison, Mary Monica.....Tiskilwa
Jayne, Mary Winifred.....Pekin
Jones, Geraldine Joyce.....Seymour
Juhl, Leonard Elmo.....New Holland
Karch, Jacqueline.....Belleville
Karnarz, Pearl Erna.....Hinsdale
Keag, Roberta Jane.....Geneseo
Kearney, Hal Campbell.....St. Anne
Keith, Jean.....Monticello
Kemp, Ruthie.....Wenona
Kern, Betty Jane.....Pekin
Kerwood, Doris Caroline.....Warrensburg
Kesinger, Edith Buzan.....Greenfield
Kiesewetter, Elmer L.....Metamora
Kiesewetter, Francis Carl.....Metamora
Kiestler, Kitty Blanche.....Calumet City
Kimball, Gus P.....Springfield
Kindred, Florine.....Armington
Kinner, Elinor.....Springfield
Kirchner, Eileen Ferne.....LeRoy
Kleyer, Bea Carolyn.....Waterloo
Kloss, Eleanor Margaret.....Mt. Olive
Knusman, Mary Ann.....Chicago Heights
Koehler, Eleanor Mae.....Sibley
Koltveit, Ruth.....Cornell
Korish, Cillia Rose.....Roodhouse
Krabel, Curtis Robert.....Woodland
Krug, Ellamae.....Morton
Kuzmiski, Rose L.....Taylorville
Lacy, Elvadale.....Ottawa
Lacy, Madge Nedradale.....Pearl
Lakin, Helen Ruth.....Bloomington
Lamar, Anita R.....Rosiclare
Larimer, Ardelle.....Streator
LaVanWay, Edna Ruth.....Ottawa
Lawrence, Lois Ruby.....Rutland
Lazicky, Gertrude.....Petersburg
Leach, Tressie R.....Braidwood
Lee, Lillian Doris.....Chenoa
Lee, Ruth.....Springfield
Leigh, Elinor G.....East Lynn
Little, Charles Eugene.....Lawrence
Litwiller, Jesse Darrell.....Hopedale
Lochner, Dennis John.....Herscher
Lock, Mary Jane.....Decatur
Lopeman, Harriet Louise.....Pontiac
Loper, Lela Mae.....Castleton
Lowe, Ena Margaret.....Cullom
Lower, Eleanor Rae.....Dwight
McAdam, Robert Edward.....Chicago

McBride, James Allen.....Middletown
McCafferty, Lassie.....Decatur
McCain, Geraldine.....Chicago
McClernon, Helen.....Streator
McDaid, Lorna Adell.....Venice
McDonald, Dewey E.....Benton
McKay, Dorothy.....Venice
McKittrick, Warren Ervil.....Danville
Mackey, Mildred Edith.....Streator
Maddox, Noralee.....Flat Rock
Mangle, Mardell Elizabeth.....Mason City
Mann, Barbara.....Hoppeston
Marshall, Doris Jane.....Marissa
Marshall, Shirley Mildred.....West Aurora
Martens, Kathryn.....Peoria
Martin, Marjorie Frances.....El Paso
Massingill, Betty.....Galva
Mast, Elta Mae.....Chillicothe
Masten, Iona Mae.....Tallula
Mathew, Eleanor June.....Morrison
Meeker, Wilma L.....Hennings
Meisinger, Melvin A. P.....Pekin
Merrill, Jean Frances.....Streator
Miller, Dorothy Virginia.....Clinton
Miller, Maxine F. C.....Mackinaw
Miller, Mae Josephine.....Kewanee
Mitchell, Glo Rose.....Griggsville
Mitchell, Jean Helen.....Streator
Mitchell, Mavis Marvella.....Lena
Mize, Juanita Ara.....Gilman
Monnier, Rosemary.....Elizabeth
Montgomery, Leo Raymond.....Middletown
Moody, Mary Florine.....Ellsworth
Moore, Gladys Esther.....Hoppeston
Moore, Maureen.....Bloomington
Morgan, Myrna May.....Maroa
Morris, Emily Jane.....Armstrong
Mossholder, Pauline Harriet.....LaMoille
Mottershaw, James.....Divernon
Mueller, Rose Anne.....Wood River
Munch, Jean Laura.....Lovington
Myers, Doris Irene.....Cerro Gordo
Naden, Jeanne Kathryn.....Newark
Naretto, Antoniette Marie.....Gardner
Neal, Vera Elizabeth.....Venice
Nelson, Harold.....Warren
Netleton, Grace Maxine.....Towanda
Norman, Harold C.....Benson
Norton, Corliss Lee.....Sheffield
Nortrup, Helen Louise.....Bluffs
Novaria, Marian E.....Catlin
Oko, Phyllis.....Chicago
O'Neil, Marjorie Jean.....Streator
Opperman, Anna Marie.....Trenton
O'Rourke, Alice Anna.....Downs
Orr, Mary Ellen.....Normal
Orr, Ruth Ann.....Belleville
Owens, Jane Joan.....Bradford
Palmore, Pauline.....Dana
Palomps, Mary.....Minonk
Parkes, Elizabeth.....East Moline
Parkhurst, Julia E.....Cerro Gordo
Parret, Patricia Anne.....Normal
Partelow, Joan R.....Polo
Paulsen, Ralph Joseph.....McLean
Paynie, Richard.....Wood River
Perrelli, Albert Joseph.....Cicero
Perry, Roland Archibald.....Wood River
Petri, Frances.....Rankin
Pettit, Jean Marie.....Sterling
Phillips, Beatrice Elsie.....Homewood
Piazzi, Gloria Louise.....Edwardsville
Picchi, Ambrose John.....Rockford
Piper, Virginia Irene.....Greenfield
Pocock, Rose Marie.....Nokomis
Pouchot, Leonard LaVerne.....Palmer
Price, Virginia Louise.....Macon
Pshirrer, Mary Frances.....Canton
Punke, Betty Jean.....Mazon
Purdy, Gordon Craig.....Havana
Ralph, Lucille A.....Kinsman
Rapp, Ruth Carolyn.....Steward

TEACHERS COLLEGE BOARD

Read, Helen Jane.....Hennepin
 Ready, Margaret M.....Odell
 Reeves, Margaret Elma.....Weldon
 Rehn, Maurine Louise.....Woodhull
 Reid, Mary Kathleen.....Virginia
 Rein, Melvin.....Morton
 Richardson, Clarence D.....Springfield
 Rieger, Margaret Anna.....Manteno
 Ringenberg, Wilma Carolyn.....Buda
 Roady, Elston Edward.....Kane
 Roberts, John Vincent.....Momence
 Robinson, Edith.....Fairbury
 Roemer, Kathryn Alice.....Hinsdale
 Rogers, Meryl.....Clay City
 Rutledge, Dorothy Ella.....Heyworth
 Ryan, Evelyn Marie.....Chillicothe
 Rybolt, Mary Alice.....Kenney
 Salisbury, Betty Jane.....Beardstown
 Saloga, Alberta Louise.....Morris
 Sanders, Pearl Nadine.....Illioopolis
 Sanner, Jewel.....Mt. Zion
 Sapp, Mildred.....Springfield
 Sauer, Evelyn Jane.....Collinsville
 Scarbeary, Earl William.....Gridley
 Schaad, Helen Eloise.....Princeville
 Schaefer, Bernice Lillian.....Tremont
 Schaltz, Margaret Thierry.....Fox Lake
 Schein, James Arns.....East St. Louis
 Schertz, Ruth Evelyn.....Washington
 Schoeny, Jean Rosemary.....Lena
 Schroeder, Wilma Virginia.....Carrollton
 Schupbach, Anna M.....Rankin
 Schussele, James.....Havana
 Schweighart, Bernice M.....Sadorus
 Scott, Mildred Louise.....Potomac
 Scudder, Pauline Mae.....Magnolia
 Seidel, Gertrude L.....Rankin
 Salmeyer, Dean F.....Cornell
 Shank, Marie Nora.....Greenville
 Shannon, Rosalie.....Onarga
 Shea, Lois Virginia.....Wadsworth
 Shelby, Pauline Louise.....Forrest
 Shelby, Sylvia Maxine.....Forrest
 Shely, Mildred Marie.....Atlanta
 Shields, Hilda Jane.....Quincy
 Shippy, Helen Elizabeth.....Decatur
 Shirley, Charlene Frances.....Gibson City
 Short, Rosemary Mae.....Greenfield
 Shulaw, Dale Maurice.....Lawrence
 Shultz, Edna Mae.....Lyndon
 Silverstrini, Tulio.....Mark
 Skinder, Norman P.....Chicago
 Smallwood, Eunice.....Hartsburg
 Smith, Gertrude.....Chicago Heights
 Smith, Nelson, Jr.....Maroa
 Snow, Margaret Lucille.....Farmer City
 Speagle, Darlene.....Taylorville
 Stanley, Roene Irene.....Metamora
 Steele, Russell.....Rossville
 Sternberg, Louise.....Park Ridge
 Stewart, Martha.....Springfield
 Stokes, Grace Irene.....Chicago
 Strand, Francis Leonard.....Galena
 Stringer, Charles Stephen.....Lincoln
 Stuckey, John Edward.....Danvers
 Studley, Janet Marie.....Kedick
 Sturm, Lucille Alma.....Staunton
 Sudbrink, Nan Elizabeth.....Virginia

Subomske, Genevieve M.....Decatur
 Sutton, Betty.....Ottawa
 Swain, Verna.....Garden Prairie
 Swiger, Jume.....East Peoria
 Takacs, Alex George.....Divernon
 Taylor, Margaret Loretta.....Chebanse
 Terren, Beulah Maxine.....Arrowsmith
 Themer, Cordelia Lorene.....Elgin
 Thomas, Bessie Gertrude.....Green Valley
 Thomas, Gertrude Y.....Milford
 Thomassen, Winifred.....Bloomington
 Thompson, Helen Irene.....Normal
 Thompson, Helen M.....Chatham
 Thompson, Jerrold.....Springfield
 Tiffany, Margie Ann.....Cornell
 Tipton, Louise.....Fairbury
 Torquist, Delma L.....North Henderson
 Traylor, Marvin Lee.....Hillsboro
 Uphoff, Alma.....Shelbyville
 Vacheront, Elaine Margaret.....Marseilles
 VanCuren, Loretta.....Hammond
 VanDeWarker, Irene Mildred.....Ottawa
 VanMeter, Helen Jean.....Athens
 Velde, Eugenia R.....New Holland
 Vermillion, Paula Jane.....Roodhouse
 Vetter, Lawrence Edward.....Green Valley
 Vincent, Carol Cathryn.....Cooksville
 Volz, Grace Mary.....Metamora
 Wachter, Beryl Eloise.....Mt. Pulaski
 Wagoner, Esther L.....Cooksville
 Wait, Erma Frances.....Bismarck
 Walkington, Harriett Lucille.....Roodhouse
 Walls, Jean E.....Waverly
 Walter, Lowell McNeas.....Belvidere
 Warfield, Edna Jeannette.....Cerro Gordo
 Warrick, Mary Ellen.....Lincoln
 Watson, Mildred Irene.....Ludlow
 Weed, Seth Eugene.....Bloomington
 Weger, Leola Faye.....Vandalia
 Wehling, Leslie J.....Martinton
 Weise, Mary Louise.....Ashton
 Wells, Doris Jeanette.....Atkinson
 Wenderoth, Nadiene Doris.....Minier
 Wenger, Marian R.....Edwardsville
 Wenzel, Regina K.....Collinsville
 Wheeler, Lois M.....Chicago
 Whipple, George Graham.....Shirley
 Wiegman, Mary E.....Moweaqua
 Williamson, Winnie Pearl.....Chicago
 Wilson, Cecil W.....Milledgeville
 Wilson, Dorothy Arvelia.....Hamburg
 Wilson, Marcella Ruth.....Vermont
 Wilson, Phyllis Louise.....Geneseo
 Wilson, Virginia Lee.....Dunlap
 Wink, Cathryn L.....Fairbury
 Witts, Roxie Pauline.....Decatur
 Wones, Hannah Lucy.....Chicago
 Wood, Nadine Anna.....Manteno
 Woods, Mary Virginia.....Waverly
 Yeardicke, Ora Elizabeth.....East Peoria
 Yeamans, Sylvia A.....Edinburg
 Yeates, Frances Mae.....Custer Park
 Yocom, Marjorie.....Kankakee
 Young, Elroy.....Mound City
 Young, Marjorie Eleanor.....Bluford
 Young, Mildred.....Saybrook
 Zeilman, Mary Jeanette.....Long Point

b. Those attending school for the first semester only:

Bonke, Beverly.....Bloomington
 Davidson, Norma J.....Assumption
 DeQuire, Robert L.....Staunton
 Dickerson, Madelene Marcella.....Alvin
 Dozier, Ada Mildred.....Saybrook
 Fundell, Doris.....Ohio
 Happe, Earle Nelson.....Virden
 Hartig, Ella Lottie.....Taylorville
 Heidewald, William.....Pontiac

Jenson, Helen.....Wellington
 Kennedy, Fern Annabel.....Pontiac
 Kuerth, Edwin C.....Sauemin
 Larson, Anna Kathleen.....Buda
 Leomons, George.....Milton
 Malay, Louis.....Braidwood
 Martin, Merlin Mern.....Pearl
 Mitchell, Robert H.....Marseilles
 Moore, Phyllis Virginia.....Arrowsmith

PROCEEDINGS

Mueller, Marjorie Streator
 Neal, Dorothy Frances.....Gillespie
 Nesson, Frances Ellen.....Divernon
 O'Neill, Catherine Lucille.....Hennepin
 Page, Alice Louise.....Dawson
 Peebles, Betty Alton

Peltz, Odessa M.....Carlock
 Rachowicz, Gertrude Koenig.....Libertyville
 Rittmiller, Marilyn Bloomington
 Smith, Constance Gertrude.....Ridgefarm
 Tappero, Shirley June.....Pana
 Naden, Maryon Marcella.....Newark

c. Those attending school for the second semester only:

Carlock, John R.....Danvers
 Coomer, Edna Louise.....Heyworth

Huggins, Clarabelle Selena.....LeRoy

AMOUNT DUE ILLINOIS STATE NORMAL UNIVERSITY INCOME FUND FROM THE GENERAL REVENUE FUND

495 scholarships (entire year) at \$30.00.....	\$14,850.00
30 scholarships (first semester) at \$15.00.....	450.00
3 scholarships (second semester) at \$15.00.....	45.00
	\$15,345.00

II. FACULTY

1. Resignations:

- Mrs. Florence Macdonald Salzer, Instructor in English and Journalism at the Illinois Soldiers and Sailors Children's School, effective December 20, 1940, in order to join her husband, an officer at Fort Meade.
- Mrs. Margaret Scovell Bell, Assistant Professor of English and Supervisor of Student Teachers, effective March 1, 1941, because of recent marriage.
- Mrs. Halena Gould Nelson, Supervising Teacher in the Grove Rural School, to be effective June 9, 1941.

2. Leaves of Absence:

- Mr. Henry Poppen, Instructor in Mathematics and Supervisor of Student Teaching in the University High School, in order to continue work on his Doctor's degree at George Peabody College for Teachers, effective for the regular school year 1941-1942.

3. New Appointments:

- Mr. John H. French, Instructor in English and Journalism at the Illinois Soldiers and Sailors Children's School, to take the place of Mrs. Florence Macdonald Salzer, resigned, this appointment effective from January 27, 1941, at an annual (nine months) salary rate of \$1,710. This position is one that is paid for by the Department of Public Welfare and is reported as a matter of record. Mr. French has his Bachelor's degree from Illinois State Normal University and a Master's degree from the University of Missouri, with teaching experience in the high schools of Pawpaw and Galesburg, Illinois.
- Mr. Dale B. Vetter, Assistant Professor of English and Supervisor of Student Teachers in the University High School, to take the place of Mrs. Margaret Scovell Bell, re-

signed, this appointment effective from March 10, 1941, at an annual (nine months) salary rate of \$2,250. Mr. Vetter received his Bachelor's degree from North Central College in Illinois and his Master's degree from Northwestern University. Much of his work for the Ph.D. degree has also been completed. He has had teaching experience in several Illinois towns and comes to us from the Riverside-Brookfield High School near Chicago.

4. Faculty Competence:

- a. Recognition of the ability of faculty members by those in other institutions of higher education is again evidenced by invitations that have been extended to some of our staff members to teach in these schools during the 1941 summer session. This summer, among those to be away from the campus are Mr. Eugene Hill of the Department of Health and Physical Education, who will teach in the Colorado College of Education; Dr. F. W. Hibler, Associate Professor of Psychology, who will teach in Northwestern University; Dr. Robert S. Ellwood, Assistant Professor of Social Science, who will teach in Harvard University.

5. Faculty of the Summer Session:

- a. The faculty list and schedule of salaries of the summer session of 1941 is recommended for appointment as follows:

Name and Subject	Salary			
	First 2 Weeks	4 Weeks	Last 2 Weeks	Total
Adams, Howard W., Chemistry.....	\$ 195.00	\$ 390.00	\$ 195.00	\$ 780.00
Admire, Harry F., Commerce.....	130.00	260.00	130.00	520.00
Allen, Marion C., Art.....	135.00	270.00	135.00	540.00
Arnold, Mary S., Training School.....	112.50	225.00	112.50	450.00
Atkin, Edith Irene, Mathematics.....	155.00	310.00	155.00	620.00
Bergland, Elsie, Physical Education....	112.50	225.00	112.50	450.00
Beyer, W. A. L., Social Science.....	205.00	410.00	205.00	820.00
Beynon, Lisabeth H., Biology.....	125.00	250.00	125.00	500.00
Boicourt, Blaine, Music.....	130.00	260.00	130.00	520.00
Boyd, Ralph L., Commerce.....	125.00	250.00	125.00	500.00
Browne, Richard G., Social Science.....	162.50	325.00	162.50	650.00
Brunk, Dorothy G., Social Science.....	135.00	270.00	135.00	540.00
Buehler, Rose B., Training School.....	117.50	235.00	117.50	470.00
Buell, Mary E., Home Economics.....	135.00	270.00	135.00	540.00
Clemans, Huberta, Training School....	125.00	250.00	125.00	500.00
Cogdal, Joseph, Physical Education....	145.00	290.00	145.00	580.00
Connell, M. Regina, Latin.....	125.00	250.00	125.00	500.00
Cooper, Margaret, Education.....	181.00	362.00	181.00	724.00
Cooper, Rachel M., School Physician...	160.00	320.00	160.00	640.00
Crompton, Mabel P., Geography.....	125.00	250.00	125.00	500.00
Crosby, Lucile, Library.....	87.50	175.00	87.50	350.00
Cross, C. L., Physics.....	175.00	350.00	175.00	700.00
Day, Alta J., Commerce.....	125.00	250.00	125.00	500.00
Dean, Elizabeth, Hygiene.....	125.00	250.00	125.00	500.00
Decker, Charles E., Education.....	182.50	365.00	182.50	730.00
DeWees, W. L., Agriculture.....	125.00	250.00	125.00	500.00
De Young, C. A., Education.....	222.50	445.00	222.50	890.00
Dragoo, A. W., Industrial Arts.....	145.00	290.00	145.00	580.00
Ebel, Alice, Social Science.....	112.50	225.00	112.50	450.00
Ellis, Margery A., French.....	125.00	250.00	125.00	500.00
Ellwood, Robert S., Social Science.....	125.00	62.50		187.50
Fillmore, Nadine, Training School.....	95.00	190.00	95.00	380.00
Finger, Marie, Training School.....	125.00	250.00	125.00	500.00
Flagg, Elinor B., Mathematics.....	125.00	250.00	125.00	500.00
Fogler, R. W., Chemistry.....	140.00	280.00	140.00	560.00
Force, Thelma, Education.....	135.00	270.00	135.00	540.00
Fraley, John E., Biology.....	130.00	260.00	130.00	520.00

PROCEEDINGS

Name and Subject	Salary			Total
	First 2 Weeks	4 Weeks	Last 2 Weeks	
Frye, Harold E., Physical Education....	\$112.50	\$225.00	\$112.50	\$450.00
Glasener, F. Russell, Social Science.....	140.00	280.00	140.00	560.00
Goodier, Floyd T., Education.....	195.00			195.00
Gooding, R. U., Chemistry.....	157.50	315.00	157.50	630.00
Goldmann, Edith L., Art.....	112.50	225.00	112.50	450.00
Gray, Nina E., Biology.....	125.00	250.00	125.00	500.00
Guthrie, Clara L., Library.....	112.50	225.00	112.50	450.00
Hacker, L. W., Education.....	170.00	340.00	170.00	680.00
Hammerlund, C. M., Industrial Arts.....	145.00	290.00	145.00	580.00
Harper, Charles A., Social Science.....	177.50	355.00	177.50	710.00
Hartline, Opal C., Biology.....	125.00	250.00	125.00	500.00
Hayden, Wezette A., Training School....	122.50	245.00	122.50	490.00
Henderson, Stella, Education.....	135.00	270.00	135.00	540.00
Henline, Ruth, English.....	125.00	250.00	125.00	500.00
Hiett, Herbert R., English.....	195.00	390.00	195.00	780.00
Hinman, Dorothy, English.....	125.00	250.00	125.00	500.00
Holmes, F. L. D., Speech.....	190.00	380.00	190.00	760.00
Holmes, Leslie A., Geography.....	140.00	280.00	140.00	560.00
Horton, C. E., Physical Education.....	175.00	350.00	175.00	700.00
Houston, Victor M., Education.....	182.50	365.00	182.50	730.00
Hudelson, C. W., Agriculture.....	175.00	350.00	175.00	700.00
Huggins, Ruth C., English.....	90.00	180.00	90.00	360.00
Hume, Esther, Physical Education.....	125.00	250.00	125.00	500.00
Humphrey, Esther M., Social Science.....		150.00	100.00	250.00
Imboden, Erma F., Training School....	130.00	260.00	130.00	520.00
Isted, Leslie M., Music.....	125.00	250.00	125.00	500.00
Ivens, Howard J., Science.....	130.00	260.00	130.00	520.00
Jontz, I'Anna, School Nurse.....	100.00	200.00	100.00	400.00
Kelley, Edna Irene, Library.....	75.00	150.00	75.00	300.00
Kerr, Mildred, Library.....	112.50	225.00	112.50	450.00
Kinneman, John A., Social Science.....	170.00	340.00	170.00	680.00
Knudson, Emma R., Music.....	180.00	360.00	180.00	720.00
Langkey, Ernest M. R., Biology.....	190.00	380.00	190.00	760.00
Lancaster, Thomas J., Education.....	155.00	310.00	155.00	620.00
Larsen, Arthur H., Education.....	135.00	270.00	135.00	540.00
Lathrop, H. O., Geography.....	190.00	380.00	190.00	760.00
Lawrence, Margaret, Library.....	100.00	200.00	100.00	400.00
McAvoy, Blanche, Geography.....	135.00	270.00	135.00	540.00
McDavitt, Neva, Geography.....	125.00	250.00	125.00	500.00
Malmberg, C. F., Psychology.....	165.00	330.00	165.00	660.00
Marshall, Helen E., Social Science.....	140.00	280.00	140.00	560.00
Marzolf, Stanley S., Psychology.....	125.00	250.00	125.00	500.00
Miller, L. Wallace, Biology.....	140.00	280.00	140.00	560.00
Miller, Marion G., Art.....	112.50	225.00	112.50	450.00
Mills, C. N., Mathematics.....	195.00	390.00	195.00	780.00
Moore, Clifford W., Social Science.....	150.00	300.00	150.00	600.00
Nelson, Thelma, English.....	125.00	250.00	125.00	500.00
Ogle, Alice R., Art.....	112.50	225.00	112.50	450.00
Orr, Clarence, Social Science.....	160.00	320.00	160.00	640.00
Parker, Rose E., Education.....	175.00	350.00	175.00	700.00
Peithman, H. W., Music.....		100.00		100.00
Peters, Margaret, Commerce.....	125.00	250.00	125.00	500.00
Peterson, H. A., Psychology.....	190.00	380.00	190.00	760.00
Plotnicky, Gertrude A., Library.....	105.00	210.00	105.00	420.00
Pope, Merrill Eugenia, Training School....	95.00	190.00	95.00	380.00
Poppen, Henry A., Mathematics.....	112.50	225.00	112.50	450.00
Pricer, Laura H., English.....	155.00	310.00	155.00	620.00
Rice, Agnes, Education.....	155.00	310.00	155.00	620.00
Richard, Esther, English.....	125.00	250.00	125.00	500.00
Ross, Josephine, Home Economics.....	130.00	260.00	130.00	520.00
Russell, Elizabeth, Training School....	112.50	225.00	112.50	450.00
Shea, Grace R., School Nurse.....	107.50	215.00	107.50	430.00
Sherrard, W. F., Music.....	125.00	250.00	125.00	500.00
Smith, Leon S., Physics.....	135.00	270.00	135.00	540.00
Sorenson, Fred S., Speech.....	175.00	350.00	175.00	700.00
Stephens, Gertrude, Social Science.....	130.00	260.00	130.00	520.00
Stombaugh, Ray M., Industrial Arts....	190.00	380.00	190.00	760.00
Stroud, Ruth, English.....	125.00	250.00	125.00	500.00
Struck, Edwin G., Physical Education..	125.00	250.00	125.00	500.00
Teager, Florence E., English.....	153.00	306.00	153.00	612.00
Thielen, Katherine M., Physical Ed....	112.50	225.00	112.50	450.00
Thoene, Christine A., Training School....	130.00	260.00	130.00	520.00
Tucker, Bernice A., Home Economics.....	125.00	250.00	125.00	500.00
Vetter, Dale B., English.....	125.00	250.00	125.00	500.00
Vinson, Esther, English.....	153.00	306.00	153.00	612.00
Waggoner, Sherman G., Education.....	222.50	445.00	222.50	890.00
Waldron, Nell B., Social Science.....	157.50	315.00	157.50	630.00
Webb, Mary D., Commerce.....	125.00	250.00	125.00	500.00
Welch, Eleanor Weir, Library.....	167.50	335.00	167.50	670.00

TEACHERS COLLEGE BOARD

Name and Subject	Salary			
	First 2 Weeks	4 Weeks	Last 2 Weeks	Total
Westhoff, Margaret, Music.....	\$ 112.50	\$ 225.00	\$ 112.50	\$ 450.00
Whitten, Jennie A., Foreign Language..	157.50	315.00	157.50	630.00
Williams, Arthur R., Commerce.....	195.00	390.00	195.00	780.00
Yates, Ruth, Speech	125.00	250.00	125.00	500.00
Young, J. E., Biology	125.00	250.00	125.00	500.00
Young, O. L., Agriculture		125.00	125.00	250.00
Zimmerman, Ruth E., Library	112.50	225.00	112.50	450.00
....., Geography Field Course.....		100.00		100.00
....., Speech	112.50	225.00	112.50	450.00
....., Library	90.00	180.00	90.00	360.00
....., Rural	100.00	200.00	100.00	400.00
Conferences		300.00		300.00
	\$17,159.50	\$34,516.50	\$17,064.50	\$68,740.50

III. OTHER EMPLOYEES

1. Resignations:

- a. George Nolte, employed as a laborer in connection with the grounds staff, effective March 31, 1941, for personal reasons. This vacancy has been reported through the proper channels and steps are being taken to select a successor to Mr. Nolte. This selection will be announced at a subsequent Board meeting.

2. Leaves of Absence:

- a. Harlan Hosler, faculty assistant in the office of the Dean of Men, effective March 31, 1941, in order to enter the United States army service. In accordance with the general methods of dealing with such situations, he has been told that his position will be awaiting him at the expiration of his year in the army.

3. New Appointments:

- a. J. M. Van Ness, to fill the position of faculty assistant in the office of the Dean of Men, to cover the period of the leave of absence extended to Harlan Hosler. This appointment, effective beginning April 1, 1941, is at the annual (twelve months) salary rate of \$1,200, the same salary as received by Mr. Hosler.

IV. THE ORGANIZATION

1. The Calendar:

The following school calendar for the year September, 1941, to September, 1942, is recommended by the faculty and submitted for the consideration and sanction of the Board.

UNIVERSITY CALENDAR

1941-1942

First Semester

1941

Monday, September 8—Opening of University Elementary School and Off-Campus Affiliated Schools.

Monday, September 8—Registration for University High School.

PROCEEDINGS

Monday, September 8—Faculty Meeting, 3:00 P.M.

Tuesday, September 9—Freshman Assembly, Capen Auditorium, 10:00 A.M.

Friday, September 12—Registration for Freshmen who have entered previously and for Sophomores, Juniors and Seniors.

Monday, September 15—All University Classwork begins.

Friday and Saturday, October 24 and 25—Annual Homecoming.

Friday, November 7—High School Conference, Urbana. (School not in session.)

Wednesday, November 19—Thanksgiving Vacation begins (noon).

Monday, November 24—Thanksgiving Vacation ends (8:00 A.M.).

Friday, December 19—Christmas Vacation begins (5:00 P.M.).

1942

Monday, January 5—Christmas Vacation ends (8:00 A.M.).

Friday, January 23—First Semester ends.

Second Semester

1942

Monday, January 26—Registration.

Tuesday, January 27—Classwork begins.

Monday, March 9—Central Division of Illinois Education Association. (School not in session.)

Thursday, April 2—Spring Vacation begins (5:00 P. M.)

Monday, April 13—Spring Vacation ends (8:00 A.M.).

Friday, June 5—Second Semester ends.

Sunday, June 7—Baccalaureate Exercises.

Monday, June 8—Alumni Reunion and Luncheon.

Monday, June 8—University Commencement.

Summer Session

1942

Monday, June 15—Registration for University and University High School.

Tuesday, June 16—Classwork begins in the University and University High School.

Tuesday, Wednesday, Thursday, July 21, 22, 23—Educational Conference and Exhibit.

Friday, August 7—Summer Session ends.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. *Landscaping.* The campus of Illinois State Normal University has been in dire need of planting both upon an immediate and long-term basis. In 1858 Jesse Fell, a local citizen, brought a landscape architect from Philadelphia who laid out the campus and gave personal attention to the planting of a great variety of trees that would grow in this part of North America. Since that time nothing of a complete or planned nature

has been attempted. Many of the original trees are now yielding to the effects of time and are passing from the picture. These should be replaced. Several buildings have been constructed for which nothing has been planned in the way of beautification of surroundings. The present development of the campus and possible further growth demand some professional consideration. With this in mind and without any financial or other obligation, Mr. Chance S. Hill, landscape architect of Downers Grove, Illinois, came to the campus on last February 14 to get an overview of our situation and apparent needs. After consulting with a faculty committee and some others on the administrative staff, he submitted a proposal in which he agreed to take care of the preliminary study for future development of the campus, and carry this out in all details that would involve possible location of further buildings, drives, walks, and other items in connection with campus planning. For this service, together with plans and other materials, covering the results of his work, he would expect a fee of \$800. If he were to make the necessary studies of existing trees and other plant material and prepare a general planting program, based on this survey, and direct this to completion, he would expect an additional \$400.

It seems that, in view of the work that he has done along similar lines at DeKalb and Carbondale, and the portion of the campus upon which he worked in the vicinity of the training school at Macomb, this total fee of \$1,200 is reasonable for the caliber of service that Mr. Hill renders. Since there remains approximately \$3,400 in the fund appropriated and allotted for campus improvements at Illinois State Normal University, it is recommended that the Board authorize the engaging of the services of Mr. Hill to cover the work indicated in some detail in a letter of February 22, 1941, which will be available for detailed reading at the meeting of the Board on April 7, 1941.

2. *Garage.* May I again repeat with even increased emphasis the need for favorable consideration of the Normal School Board for the construction of a two-car garage in connection with the recently completed home management house. This is a part of that piece of property and the need is apparent and justified. This garage can be constructed of the same type of brick and materials as the house and completed in all detail for a sum of not to exceed \$1,800. With funds available in the allocation for campus improvements, it is recommended that the Normal School Board take steps to make possible the starting of this work at an early date.
3. *Student Union.* It will be recalled that the matter of the necessary legal steps to make possible the acceptance of funds other than those provided by the State for the construction of a Student Union building on the campus has been under considera-

tion for some time. Funds have been available and work on the building would probably have been completed by this time if the appointment of a "State Board of Education" could have been obtained for just long enough to take action on this project. It is still believed that there are possible funds available outside of State appropriations or contributions, and in order that we may accept these possibilities when they are made available, it is recommended that the Board take action to urge the appointment by Governor Dwight H. Green of this "State Board of Education" to clear all legal steps in connection with this building project.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT ACTIVITIES—No report.

IX. MISCELLANEOUS

1. *A State Teachers College Publication.* Probably in common with proposals of the other presidents, the attention of the Board is called to the desirability of the teachers colleges having the equivalent of a "house organ" in order to get before a goodly proportion of the public in position to make use of such facts, information as to the operation and general activities of these five State-supported professional schools. As carefully developed by the Public Information Council, consisting of the public relations staff members of the five teachers colleges, such an eight-page publication probably known as EDUCATION TODAY and issued four times a year, would cost each of the schools approximately \$100 for the first issue and \$65 to \$75 for each subsequent issue.

Considering the quality of the materials to be presented, the need for getting this information before ten or twelve thousand citizens of Illinois in much the same manner that the Department of Public Welfare uses its publication to advantage, Illinois State Normal University would recommend favorable action by the Normal School Board in permitting this project to be carried out immediately in order that a May issue for the present year might be presented. This would be paid for out of available funds through regular channels established for just such procedures.

X. SUMMARY

The approval of the Normal School Board is requested upon the following recommendations:

1. Transfer of \$15,345 from the General Revenue Fund to the Income Fund of Illinois State Normal University to cover scholarships according to list submitted in this report.
2. Acceptance of the resignations of Florence Macdonald Salzer, Margaret Scovell Bell, Halena Gould Nelson.

TEACHERS COLLEGE BOARD

3. Granting of leave of absence to Henry Poppen.
4. Sanction of the appointments of John H. French and Dale B. Vetter.
5. Employment of faculty for the 1941 summer session as listed in this report.
6. Acceptance of the resignation of George Nolte, laborer on the grounds staff.
7. Granting of leave of absence to Harlan Hosler, faculty assistant.
8. Appointment of J. M. Van Ness to fill leave of absence position occasioned by the absence of Mr. Hosler.
9. Sanction of the school calendar as presented in this report.
10. Authorization of the employment of a landscape architect for work indicated in this report at an amount not to exceed \$1,200 as authorized by the Advisory Committee of the school.
11. The authorization of the drawing of a requisition for an amount not to exceed \$1,800 from available funds for campus improvements for the construction of a two-car garage in connection with the home management house.
12. Consideration and preliminary steps to be taken to make possible the obtaining of other than State funds for proposed construction of a Student Union building.
13. Action authorizing Illinois State Normal University, in conjunction with the four other teachers colleges, to make possible the presentation of a publication for the public at large as indicated in this report.

Respectfully submitted,

R. W. FAIRCHILD.

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE DE KALB

To be presented at the meeting of the Normal School Board at DeKalb, April 7, 1941.

To the Chairman and Members of the Normal School Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Attendance, Winter Quarter, 1940-1941

a. College	Men and Boys	Women and Girls	Total	Total One Year Ago
Post Graduates	2	5	7	12
Seniors	62	91	153	147
Juniors	96	114	210	159
Sophomores	117	241	358	348
Freshmen	141	241	382	469
Unclassified	...	...	...	1
Total College	418	692	1,110	1,136

PROCEEDINGS

	Men and Boys	Women and Girls	Total	Total One Year Ago
b. DeKalb High School.....	237	276	513	543
c. Elementary Grades				
McMurry Training School.....	128	112	240	289
Glidden Training School.....	135	142	277	289
Affiliated Rural Schools.....	24	21	45	47
Total Elementary	287	275	562	625

2. Registration for the Spring Quarter took place on Monday, March 10. The enrollment at the present time is 1,081. Our records indicate that 23 students re-entered college, 15 entered college for the first time, and 67 left college at the close of the Winter Quarter. These data should help to keep the Board informed as to our enrollment problems.
3. The college wishes to report for its official record the fact that the names of students who have presented scholarships under the conditions set up by the law were presented to the Board at its meeting in Springfield on Tuesday, March 25. This is in keeping with the plan in presenting these names to the Department of Finance through the Department of Registration and Education so that the money will be credited to our Normal School Income Fund in time to be used for the present fiscal year.

II. FACULTY

I wish to report for the information of the Board two matters of importance concerning faculty welfare.

1. During the latter part of February, Miss Grace E. Nix, social director of Williston Hall, was directed by her physician to report for examination to the Mayo Clinic at Rochester, Minnesota. The examination disclosed a need for an immediate operation. She was away from the campus for approximately five weeks. She has now returned to her work at the dormitory and will soon take up again her teaching duties here at the college. Miss Nix has been a member of the faculty here for more than ten years and, with the approval of the Board, we plan to pay her her regular salary during the time she was away. Under the regular rules of the Board, she is entitled to three full weeks' salary.
2. On March 4, Dr. Lillian Cobb, head of the Foreign Language Department, suffered a fractured leg as a result of a fall on the ice here on the college campus. This accident necessitated hospitalization here in DeKalb for a period of from eight to ten weeks. With the exception of the fact that she cannot leave her bed, Dr. Cobb is in excellent health. Arrangements have been made with the local hospital to allow her to meet three of her four classes in her room at the hospital. These are small senior college classes and the plan is working out very well.

TEACHERS COLLEGE BOARD

These arrangements were handled without any other than some substitute help during the period of greatest emergency. We believe that this procedure was for the best interests of students and faculty alike.

3. As a means of strengthening the work of our summer session, I have selected one of our faculty members to act as director of the summer session so as to handle certain of those offerings that we expect to emphasize in our summer session program. Mr. R. M. Zulauf, a member of the Social Science Department, has that assignment. He will teach one-third load and devote two-thirds of his time to this new administrative responsibility. His name will appear on the regular summer session faculty.
4. I wish to present for approval the salary schedule for the summer session of 1941.

SALARY SCHEDULE FOR THE SUMMER SESSION OF 1941

	Rate Per Month	June One-half Month	July One Month	August One-half Month	Total Two Months
Zulauf, R. M., Director of Summer Session, Teacher	\$ 394.44	\$ 197.22	\$ 394.44	\$ 197.22	\$ 788.88
Anderson, Alma, Dept. Head.....	288.89	144.44	288.89	144.45	577.78
Beatty, E. C. O., Teacher.....	361.11	180.55	361.11	180.56	722.22
Bellis, Bertha, Tr. Teacher.....	288.89	144.44	288.89	144.45	577.78
Burrell, Blanche, Tr. Teacher.....	238.89	119.44	238.89	119.45	477.78
Burton, Emily, Tr. Teacher.....	244.44	122.22	244.44	122.22	488.88
Butterfield, Geo. P., Teacher.....	238.89	119.44	238.89	119.45	477.78
Cain, Lucile, Teacher.....	238.89	119.44	238.89	119.45	477.78
Caldwell, Loren T., Teacher.....	272.22	136.11	272.22	136.11	544.44
Coar, Birchard, Teacher.....	288.89	144.44	288.89	144.45	577.78
Connor, J. Hal., Dept. Head.....	377.78	188.89	377.78	188.89	755.56
Crawford, Paul K., Teacher.....	238.89	119.44	238.89	119.45	477.78
Edel, E. F., Teacher.....	282.22	141.11	282.22	141.11	564.44
Evans, George, Dept. Head.....	366.67	183.33	366.67	183.34	733.34
Fink, Stuart, Principal.....	294.44	147.22	294.44	147.22	588.88
Fouser, Charles, Teacher.....	277.78	138.89	277.78	138.89	555.56
Gabel, Otto, Teacher.....	333.33	166.66	333.33	166.67	666.66
Gordon, Lenore, Librarian.....	185.00	92.50	185.00	92.50	370.00
Gould, Howard, Dept. Head.....	366.67	183.33	366.67	183.34	733.34
Gould, William, Teacher.....	377.78	188.89	377.78	188.89	755.56
Hains, John R., Teacher.....	300.00	150.00	300.00	150.00	600.00
Hall, Homer, Teacher.....	298.89	149.44	298.89	149.45	597.78
Harrison, Paul, Teacher.....	315.56	157.78	315.56	157.78	631.12
Hayes, M. C., Teacher.....	377.78	188.89	377.78	188.89	755.56
Hayter, Earl, Teacher.....	287.78	143.89	287.78	143.89	575.56
Hill, Wilma, Teacher.....	266.67	133.33	266.67	133.34	533.34
Howell, Charles, Teacher.....	272.22	136.11	272.22	136.11	544.44
Jameson, Hugh, Teacher.....	361.11	180.55	361.11	180.56	722.22
Jenks, I. J., Teacher.....	298.89	149.44	298.89	149.45	597.78
McKee, Eva, Teacher.....	261.11	130.55	261.11	130.56	522.22
McMahon, Eva, Head Librarian...	261.11	130.55	261.11	130.56	522.22
Messenger, Helen R., Teacher...	360.00	180.00	360.00	180.00	720.00
Montgomery, C. E., Dept. Head...	405.56	202.78	405.56	202.78	811.12
Neptune, Katherine, Librarian....	232.22	116.11	232.22	116.11	468.44
Oakland, Milo T., Dept. Head....	377.78	188.89	377.78	188.89	755.56
O'Brien, Marguerite, Tr. Teacher.	238.89	119.44	238.89	119.45	477.78
Pratt, Bertha, Asst. Librarian....	126.67	63.33	126.67	63.34	253.34
Seed, Mary Jane, Teacher.....	244.44	122.22	244.44	122.22	488.88
Small, B. Mae, Teacher.....	254.44	127.22	254.44	127.22	508.88
Stelford, Norma, Teacher.....	277.78	138.89	277.78	138.89	555.56
Stensland, Minnie, Teacher.....	250.00	125.00	250.00	125.00	500.00
Storm, Wm. B., Dept. Head.....	387.78	193.89	387.78	193.89	775.56
Terwilliger, Geo., Teacher.....	277.78	138.89	277.78	138.89	555.56
Thomson, Annabel, Librarian.....	175.00	87.50	175.00	87.50	350.00
Trager, Lela, Teacher.....	238.89	119.44	238.89	119.45	477.78
Uhland, Maude, Teacher.....	288.89	144.44	288.89	144.45	577.78
Whittaker, Milo L., Dept. Head...	400.00	200.00	400.00	200.00	800.00
Williams, Esther, Tr. Teacher...	238.89	119.44	238.89	119.45	477.78
Woolhiser, Ethel, Teacher.....	344.44	172.22	344.44	172.22	688.88
Yoakam, Doris, Teacher.....	277.78	138.89	277.78	138.89	555.56

Totals \$7,239.62 \$14,450.85 \$7,211.23 \$28,901.70

III. OTHER SCHOOL EMPLOYEES—No report.

IV. THE ORGANIZATION

I wish to present for approval the college calendar for the year 1941-1942.

FALL QUARTER, 1941

Tuesday, September 9.....Faculty meeting. 8:00 P.M.
 Wednesday, September 10.....Freshman Week begins. 8:00 A.M.
 Saturday, September 13....Registration for other students. 8:00 A.M.
 Monday, September 15.....Class work begins. 8:00 A.M.
 Saturday, October 11.....Homecoming
 Friday, October 17.....Meeting of State Teachers Association
 Tuesday, November 11.....Holiday
 Wednesday, November 19.....Thanksgiving recess begins. 12 M.
 Monday, November 24.....Class work resumed. 8:00 A.M.
 Wednesday and Thursday, December 3 and 4.....Examinations
 Friday, December 5.....Close of Fall Quarter. 4:00 P.M.

WINTER QUARTER, 1941-1942

Monday, December 8.....Registration for all students. 8:00 A.M.
 Tuesday, December 9.....Class work begins. 8:00 A.M.
 Friday, December 19.....Christmas recess begins. 4:00 P.M.
 Monday, January 5.....Class work resumed. 8:00 A.M.
 Wednesday and Thursday, March 11 and 12.....Examinations
 Friday, March 13.....Close of Winter Quarter, 12 M.

SPRING QUARTER, 1942

Monday, March 16.....Registration for all students. 8:00 A.M.
 Tuesday, March 17.....Class work begins. 8:00 A.M.
 Friday, April 3.....Easter recess begins. Close of school day
 Monday, April 13.....Class work resumed. 8:00 A.M.
 Sunday, June 7.....Baccalaureate
 Monday and Tuesday, June 8 and 9.....Examinations
 Wednesday, June 10.....Commencement
 Wednesday, June 10.....Close of Spring Quarter. 4:00 P.M.

SUMMER SESSION, 1942

Monday, June 15.....Registration. 8:00 A.M.
 Tuesday, June 16.....Class work begins. 8:00 A.M.
 Friday, August 7.....Close of Summer Session. 4:00 P.M.

FALL QUARTER, 1942

Tuesday, September 8.....Faculty meeting. 8:00 P.M.
 Wednesday, September 9.....Freshman Week begins. 8:00 A.M.
 Saturday, September 12....Registration for other students. 8:00 A.M.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

I want to call the attention of the members of the Board, particularly those members who have never been at the college here at DeKalb before, to the campus plan, a copy of which hangs on the wall in the main corridor to the right of the entrance to the auditorium. This plan will show rather clearly and specifically the organization of our institution as far as its building arrangement is concerned. With this plan in mind, I should like to take the time immediately following our lunch period at the dormitory, to show the Board the location of our new science building and also I should like to have the Board visit our new home management house. This new laboratory for the Smith-Hughes Home Economics program is located adjacent to the campus, midway between the women's dormitory and the new science hall.

If the members of the Board have time to visit all parts of the main Administration Building, they will understand quite definitely the need for the \$64,000 for rehabilitation to make this building adaptable for college classes after the science units have been moved.

The other unit in the rehabilitation program is for additional classroom and laboratory facilities in the basement of the Industrial Arts Building. I shall be glad to show that to the members of the Board. I expect to have copies of the plans and specifications for our new building in the Board room. They are now practically complete.

If Board members should happen to look in the college library during one of our rush periods, they can easily determine what the next major building addition should be to our college plan.

VII. AUXILIARY ENTERPRISES

The Normal School Income Fund shows the following report from October 1, 1940, to December 31, 1940:

RECEIPTS

Surplus from 60th Biennium, September 30, 1939.....	\$ 15,473.99
Cash received from October 1 to December 31, 1940:	
Board and room, Williston Hall.....	\$ 9,480.44
Meals, Williston Hall	2,001.20
Registration fees	10,188.00
Transcript fees	48.00
Library fines	108.00
McMurry book rental.....	30.00
Miscellaneous collections	1,239.18
	\$ 23,094.82
Previously reported July 1, 1939, to September 30, 1940.....	\$112,175.46
Total available, Income Fund, September 30, 1940.....	\$150,744.27

PROCEEDINGS

EXPENDITURES

Salaries and wages	\$ 16,233.13
Premiums	174.75
Telephone	73.60
Food	1,679.27
Household supplies	241.62
Library and amusements	722.22
Power plant	107.51
Furniture and furnishings	197.92
Miscellaneous supplies	112.69
Instruments and apparatus	13.44
Recreational equipment	172.31
Household equipment	72.01
Miscellaneous repairs and equipment	328.95
Travel	542.86

Total Expenditures\$20,672.29

Previously reported July 1, 1939, to

September 30, 1940..... 110,749.65

131,421.94

Balance, Income Fund, December 31, 1940.....\$ 19,322.33

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

PLACEMENT REPORT January 1, 1940—December 31, 1940

	High School	Elementary
Graduates of degree course (1940)	108	65
Number in teaching positions (1940)	68	56
Degree graduates placed (other years)	44	
Percentage placed (1940)	62.96%	86.15%
Graduates of diploma course (1940)	134	
Number in teaching positions (1940)	122	
Diploma graduates placed (other years)	22	
Percentage placed (1940)	91.03%	
Total graduates (1940)	307	
Total graduates in teaching positions (1940) ..	246	
Total graduates placed (other years)	66	
Percentage placed (1940)	80.13%	

Promotions were secured for 38 former graduates.

X. SUMMARY

Action is requested on the following:

1. Approval of the payment of full salary to Miss Nix.
2. Approval of the summer session faculty payroll for 1941.

Respectfully submitted,

KARL L. ADAMS, *President*

REPORT OF THE EASTERN ILLINOIS STATE TEACHERS COLLEGE CHARLESTON

For the Meeting in De Kalb, April 7, 1941

To the Chairman, Secretary and Members, The Normal School Board:

LADIES AND GENTLEMEN: The following report on the Eastern Illinois State Teachers College at Charleston is presented for your consideration:

TEACHERS COLLEGE BOARD

I. STUDENTS

1. Attendance, Winter Quarter, 1940-41

a. COLLEGE

Class	Men	Women	Total	Total One Year Ago
Postgraduates	2	0	2	7
Seniors	55	56	111	127
Juniors	99	91	190	144
Sophomores	154	190	344	375
Freshmen	203	248	451	436
Total	513	585	1,098	1,089

b. TEACHERS COLLEGE HIGH SCHOOL

Class	Boys	Girls	Total	Total One Year Ago
Postgraduates	0	1	1	0
Twelfth grade	26	37	63	60
Eleventh grade	26	16	42	44
Tenth grade	25	24	49	48
Ninth grade	22	31	53	52
Total	99	109	208	204

c. TEACHERS COLLEGE ELEMENTARY SCHOOL

Class	Boys	Girls	Total	Total One Year Ago
Grade 1.....	10	18	28	23
Grade 2.....	8	12	20	33
Grade 3.....	13	18	31	29
Grade 4.....	18	11	29	32
Grade 5.....	18	17	35	35
Grade 6.....	19	16	35	31
Grade 7.....	11	19	30	28
Grade 8.....	15	14	29	37
Total	112	125	237	248

d. AFFILIATED SCHOOLS

School	Boys	Girls	Total
Humboldt C. H. S.....	65	51	116
Humboldt Elementary School.....	24	21	45
Clear Springs Rural.....	8	10	18
Oak Grove Rural.....	4	5	9
Muddy Point Rural.....	9	9	18
Kansas C. H. S.:			
Home Economics	9	27	36
Commercial	41	50	91

2. Extension Students:

	Men	Women	Total	Total One Year Ago
First Half 1940-41.....	226	482	708	411
Second Half 1940-41.....	106	254	360	464
Total	332	736	1,068	875

This increase of 193 students above last year, 22 per cent, is due to desire to qualify for teaching in Special Aid schools by acquiring a total of five semester hours of college work within the three-year period ending September 1, 1941.

Extension centers, courses, enrollment and instructors for the second half-year 1940-41 are:

PROCEEDINGS

Center	Course	Enrollment	Instructor
1. Taylorville	Education 451	25	Dr. Rothschild
2. Shelbyville	Music 120	41	Dr. Dvorak
3. Tuscola	Education 455	35	Dr. Cavins
4. Olney	Social Science 453	30	Dr. Wood
5. Paris	Speech 345	37	Dr. Ross
6. Flora	Geography 447	46	Dr. Carls
7. Vandalia	Social Science 235	24	Dr. Alter
8. Litchfield	Industrial Arts 225	21	Mr. White
9. Sidell	Education 344	19	Dr. Zeigel
10. Newton	Education 451	34	Dr. Beu
11. Patoka	Education 446	37	Dr. Heise
12. Campus	Odd Classes	11	
Total		360	
Men students		106	
Women students		254	
		360	

3. Enrollment, Spring Quarter, 1941:

Enrollment for the Spring Quarter, beginning March 10, totals 1,026, divided between 465 men and 561 women. This enrollment is short of the 1,058 of one year ago. A detailed analysis of this enrollment will be presented in the next report.

4. Scholarships for 1940-41:

During the current year 1940-41, Lindly Scholarships have been presented as follows:

Fall Quarter, 1940.....	75
Winter Quarter, 1940-41.....	75
Spring Quarter, 1941.....	63
Total	213

The new "Normal School" scholarships, for which remuneration of \$30 per year is received, are presented as follows:

Student's Name and High School	Class	Quarters in Attendance
1. Adams, Lillian Naomi, Danville.....	So.	3
2. Allen, Helen, Girard.....	Fr.	3
3. Archer, Mary Lorraine, Paxton.....	Jr.	3
4. Ashworth, Nina Margaret, Mattoon.....	Fr.	2 (W, S)
5. Bail, Philip Eugene, St. Elmo.....	Jr.	3
6. Barco, Mary Catherine, Oakwood.....	Jr.	3
7. Baughman, Emmett Earl, Edwardsville.....	Fr.	3
8. Baughman, Shirley Edith, Edwardsville.....	So.	3
9. Bixler, Florence L., Sidell.....	Sr.	3
10. Bokenkamp, Robert William, Clay City.....	So.	3
11. Bond, Wilma Mae, Albion.....	So.	3
12. Bragg, Dorothy Jane, DeLand.....	So.	3
13. Brent, Jewell Allen, Harter-Stanford (Flora).....	So.	3
14. Bullerman, Evelyn Margaret, Stewardson.....	Sr.	3
15. Burgener, Elizabeth, Olney.....	Fr.	3
16. Burgener, Francis, Assumption.....	Sr.	3
17. Burton, Alice Maxine, Armstrong.....	Sr.	3
18. Buser, Norma Jean, Marshall.....	Fr.	3
19. Buss, Lottie Lucille, Olney.....	Jr.	3
20. Cain, Doris W. Brown, Arcola.....	Sr.	3
21. Castle, Marcella, Pana.....	Jr.	1 (F)
22. Cole, Beryl Wendell, Fillmore.....	So.	3
23. Collins, Beulah Louise, Casey.....	Jr.	3
24. Cooper, Alice Mildred, Potomac.....	So.	3
25. Covi, Dario, Livingston.....	So.	3
26. Cress, Jeanne, Hillsboro.....	So.	3
27. Currey, Charles, Brocton.....	Sr.	3
28. Currey, Fred, Brocton.....	Fr.	3
29. Dailey, Wilma Jean, Sumner.....	Fr.	3
30. Daniels, Nelda Evelyn, St. Jacob.....	So.	3

TEACHERS COLLEGE BOARD

Student's Name and High School		Class	Quarters in Attendance
31. Dively, Kathryn, Paris.....	Fr.	3	
32. Dolan, Eugene George, Pana.....	Fr.	3	
33. Dole, Isabel, Mattoon.....	So.	3	
34. Donahue, Rosemary Ann, Charleston.....	Sr.	3	
35. Duncan, Lydia Doris, Brownstown.....	Fr.	3	
36. Eaton, John Woodrow, Charleston.....	Jr.	3	
37. Ellis, Ruth Hope, St. Jacob.....	Fr.	3	
38. Erickson, Eleanor Enid, Kankakee.....	Jr.	3	
39. Euell, Russell Eugene, East St. Louis.....	So.	3	
40. Finley, Martha Margaret, Bridgeport.....	Sr.	3	
41. Fisher, David, Charleston.....	So.	3	
42. Fisher, Merna Dean, St. Elmo.....	Fr.	3	
43. Ford, Jack Gordon, Westville.....	Fr.	2	(F, W)
44. Foster, Doris, Mt. Carmel.....	Fr.	3	
45. Frisbie, Viola Gertrude, Mattoon.....	Fr.	3	
46. Gallagher, James Douglas, Stewardson.....	Fr.	3	
47. Garner, Jennie Eleanor, Paris.....	Sr.	3	
48. Gher, Kenneth Ray, St. Francisville.....	Jr.	3	
49. Goble, Eleanor May, Westfield.....	Sr.	3	
50. Goldsmith, Jennie Lou, Olney.....	Fr.	3	
51. Grismer, Mona Rose, Redmon.....	Sr.	3	
52. Groff, Lorene Glenna, Bridgeport.....	So.	3	
53. Grundy, Alma Rose, Morrisonville.....	Fr.	3	
54. Guthrie, Grace, Allerton.....	So.	3	
55. Guthrie, Ruth, Allerton.....	Jr.	3	
56. Hanks, James Leroy, Crossville.....	Fr.	3	
57. Hanneken, Rita Mary, Ramsey.....	Fr.	3	
58. Harvey, Margaret Rose, Newton.....	Fr.	3	
59. Hathaway, Ruth Inez, Hutsonville.....	So.	2	(F, W)
60. Henschen, Leona Mildred, Rosamond.....	Fr.	3	
61. Hensen, Dorothy June, Hillsboro.....	Jr.	3	
62. Herron, Don E., Findlay.....	Fr.	3	
63. Hoehn, Kathryn Mary, Witt.....	Jr.	3	
64. Hollman, Norma Janet, Lawrenceville.....	Sr.	3	
65. Huber, James Harry, Coffeen.....	Fr.	3	
66. Hunter, Helen Irene, Oakland.....	Fr.	3	
67. Ingram, Francis Grace, Toledo.....	Jr.	3	
68. Isley, Hazel Charlene, Newton.....	Jr.	3	
69. Jennings, Barbara K., Chrisman.....	Fr.	3	
70. Jensen, Dorothy Marie, Neoga.....	Jr.	3	
71. Johnson, Marvin Ervin, Albion.....	Fr.	3	
72. Joley, Marguerite Esther, Pana.....	Fr.	3	
73. Kidwell, Florence Catharena, Willow Hill.....	So.	3	
74. Kincaid, Ruth Ann, Effingham.....	Jr.	3	
75. King, Norma Jane, T. C. (Charleston).....	Fr.	3	
76. Kingery, R. Eleanor, Greenup.....	So.	3	
77. Kirkham, Madge Ellen, Kansas.....	Fr.	3	
78. Kite, Eleanor Frieda, Casey.....	Fr.	3	
79. Kolik, Stella Adella, Ramsey.....	So.	3	
80. Kresin, Helen Margaret, Tuscola.....	Jr.	1	(F)
81. Kuhn, Brigitta, Paris.....	Jr.	3	
82. Lake, William Frederick, Bridgeport.....	Fr.	3	
83. Lamkin, Raymond Walter, Effingham.....	So.	3	
84. Lange, Ethel Elizabeth, Indianola.....	So.	3	
85. LeBeck, Helen Louise, Harvel.....	Fr.	3	
86. LeCount, Beryl Brooks, Georgetown.....	Fr.	3	
87. Leedy, Louise, Robinson.....	Fr.	3	
88. Lichtenwalter, Dora, Toledo.....	Fr.	3	
89. Lindly, Charles Edgar, Hutsonville.....	Fr.	3	
90. Lionberger, E. Jane, Robinson.....	So.	3	
91. Little, Marguerite, Paris.....	So.	3	
92. Luksan, William, Edwardsville.....	So.	3	
93. Lumbrick, Anna Jane, Shelbyville.....	So.	3	
94. Maness, Fae, Salem.....	So.	3	
95. Manuell, Jean Highley, Coffeen.....	So.	3	
96. Marcham, Lorraine Marcella, Carlyle.....	Fr.	3	
97. McElroy, Wilbur P., Homer.....	Sr.	3	
98. McFarland, Pearl Opal, Lawrenceville.....	Fr.	3	
99. McGee, Rosemary, Harter-Stanford (Flora).....	Fr.	3	
100. McKelfresh, Mildred Dean, Sumner.....	So.	3	
101. Michael, Lillian, Highland.....	So.	3	
102. Miller, Shirley Carol, Kimmunity.....	Fr.	2	(F, W)
103. Moore, Martha, T. C. (Charleston).....	So.	3	
104. Moore, Robert Dale, Niantic.....	Jr.	3	
105. Murphy, Geneva June, Marshall.....	Jr.	3	
106. Murphy, Hazel Bernadine, Kansas.....	Fr.	3	
107. Nantkes, Elaine Vivian, Witt.....	Sr.	2	(F, W)
108. Nash, Betty Catherine, Mattoon.....	Jr.	3	
109. Newman, Martha May, Humboldt.....	So.	3	
110. Nicoson, Wanda Eileen, Redmon.....	Fr.	3	

PROCEEDINGS

Student's Name and High School		Class	Quarters in Attendance
111.	Oliver, Earl, Charleston.....	Jr.	3
112.	Olson, Audrey Marilyn, St. Elmo.....	So.	3
113.	Perrott, Hazel, Greenup.....	Fr.	1 (F)
114.	Pettypool, Charles Everett, Bethany.....	So.	3
115.	Pinkstaff, Esther Bernice, Lawrenceville.....	Fr.	3
116.	Pinkstaff, Mary Inez, Lawrenceville.....	Jr.	3
117.	Plunkett, Jane Morine, Palestine.....	So.	3
118.	Potts, Raymond, Villa Grove.....	Sr.	3
119.	Powell, Julia Adeline, Harter-Stanford (Flora).....	Fr.	3
120.	Probst, Eileen Virginia, Fillmore.....	Fr.	3
121.	Quade, Rosemary Kathryn, Brownstown.....	So.	3
122.	Rademaker, Margaret Louise, Marshall.....	So.	3
123.	Radloff, Dolsie Maxine, Strasburg.....	Fr.	3
124.	Ramsey, Naomi Ruth, Windsor.....	So.	3
125.	Redding, Alfred Adelbert, Lanphier (Springfield).....	Jr.	3
126.	Reeds, Sarah Francis, Westfield.....	So.	3
127.	Reid, Margaret Elizabeth, E. N. Woodruff (Peoria).....	Fr.	3
128.	Rennels, Esther Ellen, Charleston.....	Fr.	3
129.	Rennels, Mabel Maxine, T. C. (Charleston).....	Jr.	3
130.	Rennels, Mary Rebekah, Humboldt.....	Fr.	3
131.	Rhodes, Betty Lucille, Medora.....	Sr.	3
132.	Ross, Virginia Louise, Mattoon.....	Fr.	3
133.	Ryan, Mary Agnes, Medora.....	Fr.	3
134.	Schumacher, Grace Mary, Teutopolis.....	Fr.	3
135.	Seaman, Robert Franklin, Arthur.....	So.	3
136.	Shafer, Gerald George, Sumner.....	Jr.	3
137.	Shawver, Donald Leroy, Charleston.....	Fr.	3
138.	Sheeks, Clarissa Joan, Mattoon.....	So.	3
139.	Shoot, Betty Joan, Charleston.....	So.	3
140.	Shubert, Lois Elizabeth, T. C. (Charleston).....	Sr.	2 (F, W)
141.	Simmonds, Charlotte June, Catlin.....	Fr.	3
142.	Simpson, Maridella, Tower Hill.....	Fr.	3
143.	Smith, Isabel Irene, Tower Hill.....	So.	3
144.	Smith, Mary Elizabeth, Hume.....	So.	3
145.	Smith, Ruth Clarice, Mt. Olive.....	So.	3
146.	Starwalt, Imogene, Lerna.....	Fr.	1 (F)
147.	Steagall, Marilyn Jean, Stewardson.....	So.	3
148.	Steele, Ralph James, Cowden.....	So.	3
149.	Stevens, Helen Lee, Centralia.....	Fr.	3
150.	Stout, Ellis L., Bridgeport.....	Jr.	3
151.	Swisher, Ralph E., Newton.....	So.	3
152.	Swords, Edwin Ira, Bone Gap.....	So.	3
153.	Taylor, June Louise, Danville.....	Fr.	3
154.	Taylor, Lee H., Atwood.....	So.	3
155.	Thompson, Frank Waldo, Witt.....	Fr.	3
156.	Thurn, Mary Adelle, Pana.....	Jr.	3
157.	Townsend, Bessie Mae, Charleston.....	So.	3
158.	Van Gerpen, Virginia Helen, Hartsburg.....	So.	3
159.	Walters, Jack Willard, Robinson.....	Fr.	3
160.	Walters, John Abner, Hindsboro.....	Fr.	3
161.	Warford, Lucy Marian, Oblong.....	Fr.	3
162.	Weaver, Janice LuRue, Sidell.....	Jr.	3
163.	Weidner, Ruth Francis, Edwardsville.....	Sr.	3
164.	Wells, Roy Benjamin, Noble.....	Fr.	3
165.	Werner, Cecil Harold, Pana.....	So.	3
166.	Wilson, Jane, Paris.....	So.	3
167.	Winget, Rascho Harris, Waterloo.....	So.	3
168.	Wininger, Ruth, St. Francisville.....	Fr.	3
169.	Woerner, Irma Jean, Farina.....	So.	3
170.	Worland, John David, Neoga.....	Sr.	3
171.	Wright, Mary Ellen, Paris.....	Fr.	3
172.	Young, Marjorie Ellen, Neoga.....	Fr.	3
173.	Zimmerman, Margaret, Fairchild.....	Fr.	3
174.	Zupsich, Joe, Mt. Olive.....	Jr.	3

RECAPITULATION :

164 scholarships, 3 quarters (\$30).....	\$4,920.00
6 scholarships, 2 quarters (\$20).....	120.00
4 scholarships, 1 quarter (\$10).....	40.00
174 scholarships	\$5,080.00

II. FACULTY:

1. Leaves of Absence:

- a. Alice McKinney, A.M., Instructor in Art, on leave of absence for the Fall and Winter Quarters, 1940-41, requests an extension of leave without salary for the Spring Quarter, 1941.
- b. Isabel McKinney, A.M., Professor of English and Head of English Department, for the Spring Quarter, 1941, without salary, in order to travel and rest.
- c. Ruby M. Harris, S.M., Associate Professor of Geography, for the Spring Quarter, 1941, without salary, in order to do graduate study at the University of Chicago.
- d. Ruth Schmalhausen, A.M., Assistant Professor of Home Economics, for the school year 1941-42, in order to study for the Doctor's degree at the Pennsylvania State College.
- e. Edith Haight, A.M., Instructor in Physical Education for Women, for the Fall and Winter Quarters, 1941-42, in order to complete the requirements for the doctorate at New York University.
- f. Louise Stubblefield, B.S. in L.S., Assistant Librarian, for the school year 1941-42, in order to study for the Master's degree in Library Science at Columbia University.
- g. Paris J. Van Horn, M.S., Instructor in General Science and Physical Education in the Teachers College High School, for one year beginning March 27, 1941, in order to serve as a Captain in the Engineer Corps, U. S. Army.

2. Change of Status:

- a. Walter D. Klehm, Ed.D., Associate Professor of Industrial Arts, has added supervision of the 5-11 P.M. Class in National Defense and it is requested that he be allowed \$20 per month from the National Defense funds for this added service, beginning December 1, 1940.
- b. Shelby S. Shake, M.S., Instructor in Industrial Arts (half-time) and Instructor in Physical Education for Men (half-time), and supervisor of the shop work of the N.Y.A. resident project, is transferred to full-time Instructor in Industrial Arts and supervisor of Production Shop-Work on the N.Y.A. defense program, with his full day-time salary of \$200 met by National Defense funds, and \$20 per month added for night supervision of the (11 P.M.-5 A.M.) refresher program, effective February 1, 1941.

3. Substitute Instructors:

- a. Henry Sugden, B.S., Wisconsin State Teachers College, La Crosse, 1939; M.S., Indiana University, 1940, as substitute Instructor in Physical Education, vice Shelby S. Shake transferred, at a salary of \$200 per month beginning February 10, 1941.

- b. Esther Brenton, A.B., Indiana State Teachers College, 1924; A.M., Butler University, 1934; Ph.D., University of Texas, 1940, as substitute Assistant Professor of English, vice Isabel McKinney on leave, for the Spring Quarter, 1941, at a salary of \$250 per month.
 - c. Wilfrid Kelley, B.Ed., Eastern Illinois State Teachers College, 1938; M.S., University of Michigan, 1940; graduate study, University of Michigan, first semester 1940-41, as substitute Instructor in Geography, vice Ruby M. Harris on leave, for the Spring Quarter, 1941, at a salary of \$225 per month.
 - d. Raymond F. Blake, B.S., Iowa State Teachers College, 1938; A.M., State University of Iowa, 1940, as substitute Instructor in General Science and Physical Education in the Teachers College High School, vice Paris J. Van Horn on leave of absence for military service, for the remainder of the college year beginning March 31, 1941, at a salary of \$210 per month.
 - e. Lena Mae Scott, A.B., Western Kentucky State Teachers College, 1931; A.M., University of Michigan, 1935; graduate study, Peabody College for Teachers, 1935-39, as half-time Instructor in Commerce and half-time Assistant in Women's Dormitory, for the Spring Quarter, 1941, at a salary of \$175 per month.
4. Summer School Faculty, 1941:

The following faculty members are recommended for summer school employment of eight weeks, June 16-August 8 inclusive, at the monthly salaries indicated: (* indicates Head of Department.)

ART	
Whiting, Mildred R.*, Ph.D., Associate Professor.....	\$ 300.00
Harrison, Cleobelle, M.S., Instructor	215.00
Sargent, Paul (2/3 time), Instructor.....	200.00
BIOLOGICAL SCIENCE	
Stover, Ernest L.*, Ph.D., Professor.....	390.00
Spooner, Charles S.*, Ph.D., Professor.....	360.00
Scruggs, Walter M., M.S., Assistant Professor.....	290.00
Cavins, Harold M.*, Ed.D., Assistant Professor.....	290.00
COMMERCE	
Thompson, James M.*, Ed.D., Associate Professor.....	320.00
Robinson, Stanley C., A.M., Instructor.....	210.00
Smith, Marvin (1/2 time), M.S., Instructor.....	105.00
Hunter, Jessie M., M.S., Instructor.....	200.00
EDUCATION	
Rothschild, Donald A., Ph.D., Associate Professor.....	330.00
Heise, Bryan, Ph.D., Associate Professor.....	320.00
Edwards, Arthur U., Ph.S., Associate Professor.....	290.00
Olsen, Hans C., Ph.D., Associate Professor.....	290.00
Zeigel, William H., Ph.D., Associate Professor.....	290.00
ENGLISH	
McKinney, Isabel*, A.M., Professor.....	400.00
Widger, Howard DeF., Ph.D., Professor.....	400.00
Waffle, Eugene M., Ph.D., Assistant Professor.....	290.00
Shiley, Robert A., Ph.D., Assistant Professor.....	290.00
GEOGRAPHY	
Carls, Norman*, Ph.D., Associate Professor.....	300.00
Zeller, Rose, Ph.D., Assistant Professor.....	280.00
Kelley, Wilfrid, M.S., Instructor.....	225.00

TEACHERS COLLEGE BOARD

HOME ECONOMICS	
Morris, Sadie O., Ph.D., Associate Professor.....	\$ 300.00
Lyons, Mary E., Ph.D., Assistant Professor.....	250.00
Schmalhausen, Ruth, A.M., Assistant Professor.....	200.00
INDUSTRIAL ARTS	
Klehm, Walter A., Ed.D., Associate Professor.....	340.00
Landis, Russell H., Ed.D., Assistant Professor.....	280.00
White, Clarence M., M.S., Instructor.....	210.00
LIBRARY	
Booth, Mary J., B.L.S., Associate Professor.....	320.00
Smith, May, M.S. in L.S., Instructor.....	200.00
Duggleby, Esther, M.S. in L.S., Instructor.....	190.00
Love, Harriet, M.S. in L.S., Instructor.....	190.00
Stubblefield, Louise M., B.S. in L.S., Instructor.....	150.00
MATHEMATICS	
Taylor, Edson H., Ph.D., Professor.....	500.00
Heller, Hobart F., Ph.D., Associate Professor.....	(Dean of Men)
MUSIC	
Dvorak, Leo J., Ph.D., Associate Professor.....	300.00
Anfinson, Rudolph D., Ph.D., Assistant Professor.....	280.00
Johnson, Donald E., A.M., Instructor.....	200.00
PHYSICAL EDUCATION (MEN)	
Lantz, Charles P., Ph.D., Associate Professor.....	345.00
Carson, Gilbert, A.M., Instructor.....	250.00
PHYSICAL EDUCATION (WOMEN)	
McAfee, Florence*, Ed.D., Associate Professor.....	300.00
Haight, Edith C., A.M., Instructor.....	200.00
PHYSICAL SCIENCE	
Phipps, Harris E., (2/3 time)*, Ph.D., Associate Professor.....	214.00
Coppock, William H., Ph.D., Assistant Professor.....	250.00
Verwiebe, Frank L., Ph.D., Assistant Professor.....	280.00
SOCIAL SCIENCE	
Thomas, Simeon E., LL.D., Professor.....	415.00
Coleman, Charles H., Ph.D., Associate Professor.....	320.00
Seymour, Glenn H., Ph.D., Associate Professor.....	320.00
Alter, Donald R., Ph.D., Assistant Professor.....	290.00
Wood, William G., Ph.D., Assistant Professor.....	250.00
SPEECH	
Fessenden, Seth A., M.S., Assistant Professor.....	250.00
ELEMENTARY SCHOOL	
Edwards, Arthur*, Ph.D., Principal.....	290.00
Stevens, Leah, S.M., 7th Grade.....	290.00
**Lehning, Beatrice, A.M., 6th Grade.....	225.00
**Breed, Blanche H., A.M., 5th Grade.....	200.00
Arnold, Myrtle, A.M., 4th Grade.....	235.00
Saunders, Nannilee, A.M., 3d Grade.....	235.00
Thompson, Olive L., A.M., 2d Grade.....	220.00
**Russell, Geraldine C., M.S., 1st Grade.....	200.00
**Brown, Inga E., A.M., Rural Demonstration.....	175.00
Thompson, Mary, R.N., Nurse.....	175.00
Total	\$34,468.00

** Visiting instructors.

This total of \$34,468 instruction in summer school will be paid 11/40 for June, 23/40 for July and 6/40 for August, as per the school days in each calendar month, with totals of \$8,928.70 for June, \$18,669.10 for July and \$4,870.20 for August.

III. OTHER EMPLOYEES

1. The change in plan of the Resident N.Y.A. project from an educational to a production project has taken away the half-day services of thirty boys, used the last two years in campus maintenance. With the use of the seventy-two acres of playing fields lying west of the campus, the services of these young men were absorbed without employing laborers or student help.

It is now necessary that extra help be provided on the grounds for the summer months only, April 15-October 15 or 30. Two men at \$100 per month are needed, and if approved will be applied for through regular requisition channels.

IV. ORGANIZATION

1. The following calendar for the school year 1941-42 is presented for consideration:

FALL QUARTER, 1941 (12 weeks)

Monday, September 8.....	Freshman Registration
Monday, September 8 to	} Freshman Orientation Program
Wednesday, September 10, inclusive	
Monday, September 8.....	Training Schools begin
Wednesday, September 10.....	Registration for other students
Thursday, September 11.....	College classes begin
Friday, October 17 }	} Twenty-seventh Annual Homecoming
Saturday, October 18 }	
Thursday, November 19 to }	} Thanksgiving recess
Monday, November 23 }	
Friday, November 28.....	Fall Quarter ends

WINTER QUARTER, 1941-42 (12 weeks)

Monday, December 1.....	Registration for all students
Friday, December 19.....	Christmas recess begins
Monday, January 6.....	Classes resume
Friday, March 6.....	Winter Quarter ends

SPRING QUARTER, 1942 (12 weeks)

Monday, March 9.....	Registration for all students
Friday, April 3.....	Easter recess begins at close of day
Monday, April 13.....	Classes resume
Sunday, May 31.....	Baccalaureate
Friday, June 5.....	Commencement
Friday, June 5.....	Spring Quarter ends

SUMMER TERM, 1942 (8 weeks)

Monday, June 15.....	Registration
Friday, August 7.....	Summer Term ends

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. The re-plumbing of the bathroom in the women's dormitory and of the lavatories in the Main Building is in progress, and should be completed within a month.

2. The re-roofing of the Auditorium of the Main Building is at a standstill. The contractor found when repair began that the specifications drawn by the Division of Architecture and Engineering did not cover the situation, due to the roof having a tile rather than a wood base. Consultation with the Division of Architecture and Engineering brought a demand for \$800 additional, due to added construction. The co-ordinator is endeavoring to get the situation adjusted and the repairs needed completed.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

1. It is with continued pride that the attention of the Board is called to the ratings received by the college newspaper, The Eastern Teachers News, for the current year. For the eleventh consecutive year this paper has been rated first place among the college papers of Illinois by the Illinois Collegiate Press Association, sharing the 1941 ranking with the publication of the Bradley Polytechnic Institute.

Out of a possible score of 1,000, the Eastern Teachers News was awarded 967 points by the Columbia Scholastic Press Association at the recent annual meeting at Columbia University, and given the highest rating, that of medallist. Such a superior rating in 1941 is the fifth consecutive achievement, with two additional medallist ratings in former years.

2. With equal pride in another field, the attention of the Board is called to the achievements of Harold Lee Hayes, a junior from Paris, Illinois. Mr. Hayes has won first place in men's oratory in the Illinois Intercollegiate Speech Contest, and in the Illinois-Wisconsin Pi Kappa Delta (forensic fraternity) Province contest. Mr. Hayes will compete in an interstate oratorical contest later in April.

IX. MISCELLANEOUS

1. Permission is requested for Eastern Illinois State Teachers College to join with the other teachers colleges of Illinois, in issuing a joint quarterly publication to be distributed gratis among school administrators and other persons believed to be interested in the progress of teacher education in Illinois. This proposed eight-page, 8½" x 11" bulletin of 10,000 copies per issue will cost approximately \$1,000 per year for printing, and can be mailed second class at 1½¢ per pound. The total cost to each institution per year will be approximately \$300. The plan of the publication is to interpret what the teachers colleges are doing, emphasize the professional consideration

of teaching as a life work, and incidentally strengthen the possibilities of placement of graduates and the attraction of not more students, but of students particularly fitted for becoming superior teachers. The publication will be under the direction of the Public Information Council of the five teachers colleges, with editorship responsibilities rotating. Dr. DeForrest O'Dell of Western is proposed as editor of the first issue. It is hoped to issue the first number in mid-May if permission to try the publication is granted.

X. SUMMARY

Action of the Normal School Board is requested on the following items:

1. Acceptance of the list of 174 Normal School Scholarships with fees totalling \$5,080, and transfer through official channels of a request for this refunding from the General Revenue Fund of the State of Illinois to the Income Fund of Eastern Illinois State Teachers College.
2. Leaves of absence for Alice McKinney, Isabel McKinney, Ruby M. Harris, Ruth Schmalhausen, Edith Haight, Louise Stubblefield and Paris J. Van Horn as stated.
3. Change of status of Walter Klehm and Shelby S. Shake as stated.
4. Employment of Henry Sugden, Esther Brenton, Wilfrid Kelley, Raymond F. Blake and Lena Mae Scott as substitute instructors as stated.
5. Employment of Faculty for the summer term of 1941 in the positions, ranks and at the salaries stated.
6. Permission to cooperate with the other four teachers colleges in publishing a joint quarterly devoted to publicizing teacher education.
7. Employment of two temporary groundsmen as stated.
8. Approval of Calendar as submitted.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

MINUTES OF MEETING OF NORMAL SCHOOL BOARD

May 19, 1941

The Normal School Board met at Carbondale, Illinois, on May 19 at ten o'clock. The meeting was called to order by the Chairman, Director Thompson. Roll was called, and all members were present except Dr. Preston Bradley and Mr. Otto G. Beich.

Mr. Wieland moved that the minutes for the previous meeting of the Board be approved. Miss McIntire seconded the motion, and it carried unanimously.

Proposed University Retirement System. Mr. Pulliam suggested that the Board discuss the retirement bill now in preparation for the Legislature, and requested that Mr. J. W. Neckers, the Chairman of the Pension and Retirement Committee at Southern, be allowed to be present at the meeting during the discussion. Permission was granted.

The members of the Board discussed with the presidents the possibility of the individual colleges assuming their share of the cost of this system out of their proposed appropriations, and of striking from the bill the clause requesting an appropriation of \$75,000 to take care of expenses incident to this new system during the next biennium. The question was discussed fully and it was the consensus of opinion that the bill would have a better chance of being passed if this clause were eliminated from the bill and that there would be little expense involved for the colleges during the next biennium, in any event.

Mr. Dill moved that the Board go on record as favoring the elimination of the request for \$75,000 from the legislative bill for University Retirement System, House Bill 701. Mr. Wieland seconded the motion and it carried unanimously.

The Board approved the plan for the Chairman ex-officio and one other member of the Normal School Board to represent the normal schools on the Board of the University Retirement System. Mr. Wieland informed the Board that there would be a hearing on the University Retirement Bill in Springfield on Wednesday afternoon, May 21, at two o'clock. He suggested that the college committees working on this bill and the presidents of the institutions concerned be present at this hearing.

President's Report for Western Illinois State Teachers College. Mr. Morgan read the report for the Western Illinois State Teachers College. Mr. Dill moved that the report be approved as read, Miss McIntire seconded the motion, and it carried unanimously.

President's Report for Northern Illinois State Teachers College. The report for the Northern Illinois State Teachers College was read by Mr. Adams. Two matters reported by Mr. Adams required discussion and action:

1. Mr. Adams wished to have Board action on the matter of a fair salary to be paid Mr. Otto Oberg to whom an accident occurred. (See report for Northern.) Mr. Wieland moved that the Board approve the payment of three months salary to Mr. Oberg while incapacitated because of these injuries, the matter to be turned over to the State Claims Department at the end of three months if Mr. Oberg is still unable to work. This motion was seconded by Mrs. Pegelow and carried unanimously.

2. The matter of an increase in hourly wage for Mr. Taylor, institutional carpenter, in accordance with the increase in the prevailing union wage scale, was discussed fully by the Board. In view of the

fact that Mr. Taylor is employed eight hours a day and is needed full-time in the upkeep of the institution, it was suggested that he be put on a monthly salary as other employees are.

Miss McIntire moved that the report of Northern Illinois State Teachers College be approved. Mr. Alschuler amended the motion to strike Number 1, 2, 3, and 4 in the summary from the report until further investigation is made. *The amendment was voted on and failed to carry*, all members voting against the amendment except Mr. Alschuler and Mr. McMorris. *The original motion was then seconded by Mr. Dill and the motion carried, with only Mr. Alschuler voting against it.*

President's Report for Eastern Illinois State Teachers College. The report of the Eastern Illinois State Teachers College was read by Mr. Buzzard. Mr. Buzzard asked to have Board action on the request for the release of their unexpended balance of \$1,172.18 in the Permanent Improvement funds allotted Eastern. The following resolution was prepared by the Board:

"Be It Resolved by the Normal School Board, in session at Carbondale, May 19, 1941, that the Governor of Illinois be respectfully requested to release through the Department of Registration and Education the unexpended balance of \$1,172.18 in the Permanent Improvement funds allotted to Eastern Illinois State Teachers College for use in completing the needed roof repair on the auditorium of the Main Building, and other repair work not to exceed this unexpended balance."

Mr. Dill moved that the foregoing resolution be adopted by the Board subject to the approval of the Department of Finance. The motion was seconded by Mr. Guin and carried unanimously.

Mr. Sturgis moved that the report for Eastern Illinois State Teachers College be approved. The motion was seconded by Mr. Dill and carried unanimously.

Luncheon. The meeting was adjourned for lunch and was resumed at one-thirty.

President's Report for Illinois State Normal University. Mr. Fairchild presented the report for Illinois State Normal University. Mr. Dill moved that this report be approved and Miss McIntire seconded the motion. Motion carried unanimously.

President's Report for Southern Illinois Normal University. The report for the Southern Illinois Normal University was read by Mr. Pulliam. Mr. Sturgis moved that the report be approved as read. The motion was seconded by Mrs. Pegelow and carried unanimously.

Mr. Pulliam brought up two matters that were not recorded in his report. He stated that he wished to go on record as being dissatisfied with the appropriation proposed for Southern and stressed the fact that it did not approach parity with Normal. He then asked the Board to grant him permission to do what he could in Springfield to

get the Legislature to increase the proposed appropriation for Southern. The Board did not grant this permission.

He presented some material concerning the proposed legislation which would enable Southern to offer a liberal arts program. Mr. Thompson stated that inasmuch as it would probably be impossible for this legislation to be enacted during this legislative session, action should be taken by the Board at some future time.

Coordinator's Report. Mr. File presented several matters for Board action:

1. *Income Fund.* He stated that inasmuch as there was only \$1,000,000 appropriated at the last session of the Legislature to cover the receipts turned in to the Normal School Income Fund and that the estimated actual income will probably be nearer \$1,200,000, that it will be necessary to introduce a deficiency or emergency bill of \$200,000 to cover the additional receipts for the teachers colleges. He further stated that there was now only approximately \$73,000 left in the appropriation whereas the teachers colleges have a cash balance in the Income Fund of \$90,000. The deficiency bill is purely for the purpose of providing the language necessary to enable the colleges to draw vouchers against additional receipts.

The Board gave approval to draw up the emergency bill.

2. *Graduation Fee.* Mr. File stated that the Department of Finance had questioned the expenditure of a part of the graduation fee for membership in the Alumni Association and for admission to the Alumni banquet. This matter was discussed at some length, with the majority of the Board concluding that a local fund for this fee should be set up in each college.

Mr. Alschuler moved that the president of any or each of the five State teachers colleges be authorized to collect a graduation activity fee from each of the graduating seniors in an amount not to exceed \$5.00, which should be put into a special graduation activity fund, locally administered. Mr. Dill seconded the motion and it carried unanimously.

It was also understood and approved by the Board that Southern was not at present charging this graduation fee.

3. *Audits of Teachers College Accounts.* Mr. File asked for the disposition of the Board on the matter of State audits. At the present time audits are made irregularly and seldom. Mr. Dill moved that the State Auditor be requested to make an audit once during each fiscal year. Mr. Sturgis seconded the motion and it carried unanimously. A report on the State Auditor's response to this suggestion will be made at the next Board meeting.

Additional Salary and Wages Request for Western. The Board discussed Mr. Morgan's request for an additional \$26,000 in the Salaries and Wages fund for Western. Mr. Sturgis moved that the Board approve the plan that the proposed unallocated Permanent Improvement funds be reduced by \$26,000 and that the proposed salaries and wages item for Western be increased \$26,000. The motion was seconded by Mr. Dill and carried unanimously.

Mr. Buzzard expressed some dissatisfaction with this arrangement.

Report on Status of Appropriation Bill. Mr. Morgan presented a report on the present status of the appropriation bill for the committee, consisting of himself and Mr. Miles, which was appointed at the last meeting of the Board to work on the bill. Mr. Morgan reported that the bill had not yet been introduced because of the question about the appropriation to Western. Mr. Dill moved that this report be adopted. The motion was seconded by Mr. Guin and carried unanimously.

Advisory Committee Chairmen's Approval of Special Requisitions. Mr. Dill requested a discussion of the policy of having the chairmen of advisory committees sign all requisitions over \$100. He questioned the necessity of this practice and asked the Board for an opinion. It was decided to hold this matter in abeyance until the next meeting of the Board.

Policy on Salary Increases. In accordance with a request of the presidents that there be a uniform policy in the teachers colleges in the matter of increasing salaries for the next biennium, Mr. Guin moved that the Board go on record as expressing regret that the salary schedule cannot be restored, but that they recommend that the presidents recognize special talents and advanced study insofar as their budgets will permit it. This motion was seconded by Miss McIntire and carried unanimously.

Invitation to Eastern. Mr. Buzzard invited the Board to hold its October meeting in Charleston.

Next Meeting of Board. The next meeting of the Normal School Board will be held in Chicago on July 9 at ten o'clock, Daylight Saving Time, at the LaSalle Hotel.

Meeting adjourned.

REPORT OF THE

WESTERN ILLINOIS STATE TEACHERS COLLEGE, MACOMB

May 19, 1941

I. STUDENTS

1. The following is a list of all students who have attended the Western Illinois State Teachers College during the past fiscal year on scholarships. You will observe that 623 quarters are represented, which at \$10.00 per quarter or \$30.00 per year (of three quarters) amounts to \$6,230.00. The official list, with its certification, has been presented to the Director of Registration and Education, and the State Superintendent of Public Instruction, for certification to the State Treasurer.

TEACHERS COLLEGE BOARD

SCHOLARSHIP LIST FOR THE ACADEMIC YEAR 1940-1941 BEGINNING WITH THE FIRST SUMMER TERM, 1940, AND CLOSING WITH THE SPRING TERM AND MID-SPRING TERM, 1941

Name, Address and High School	Quarters
Abrahamson, Joyce, 2447 28th St., Moline, Moline.	3
Adair, Dorothy, Lorraine, Bowen.	1 1/2
Alfs, Johanna, New Canton, New Canton.	3
Alstedt, Dorothy, Alexis, Alexis.	1 1/2
Anderson, Arlene, 501 Roosevelt Ave., Kewanee, Kewanee.	3
Ashby, Wayne, Thomson, Thomson.	3
Aten, Virginia, Macomb, Bowen.	3
Atwood, Betty, Pittsfield, Pittsfield.	3
Ansmus, Mildred, Mt. Sterling, Perry.	3
Austin, Lola, 1914 Three Y Ave., East Moline, Brimfield.	2 1/2
Baker, Marshall, Chandlerville, Chandlerville.	3
Ball, Wilma, Galva, Galva.	3
Ballard, Muriel, La Harpe, La Harpe.	3
Banks, Robert, Colchester, Colchester.	3
Barber, Betty, 2618 16th St., Moline, Moline.	3
Barton, Lois, Nebo, Nebo.	1 1/2
Baughman, Robert, 116 Lyle St., Kewanee, Cuba.	3
Beaird, Nina, Ipava, Astoria.	3
Beer, Barbara, 106 Maple Ave., Abingdon, Abingdon.	3
Bunfile, Lorraine, Rushville, Rushville.	1 1/2
Berges, Myrna, Elvaston, Elvaston.	3
Berry, Helen, Table Grove, Table Grove.	3
Bertelson, Mary, Little York, Little York.	3
Black, Ruth, Macomb, Western Academy.	1
Blanchard, Nina, Illinois City, Reynolds.	3
Bradburn, Sarabel, Jacksonville, Barry.	3
Brodd, Duane, Andover, Cambridge.	3
Brooks, Marilyn, Carthage, Carthage.	3
Brown, Maureen, Taylor Ridge, Taylor Ridge.	3
Browning, Harriet, Chambersburg, Chambersburg.	3
Buck, Virginia, Gilson, Williamsfield.	3
Bunnell, Bettie, Augusta, Augusta.	1 1/2
Burkhalter, Barbara, 1346 W. Losey, Galesburg, Galesburg.	1
Butterfield, Robert, Table Grove, Table Grove.	3
Campbell, Mary, Golden, Golden.	3
Cass, Betty, Cordova, Cordova.	3
Cloyd, Ruth Etta, Loami, Loami.	3
Cochran, Ruby, 90 Olive St., Galesburg, Galesburg.	3
Colson, Betty, 918 S. 5th St., Pekin, Pekin.	3
Cooper, George, 629 N. Randolph, Macomb, Carthage.	3
Cooper, Mary, Canton, Fairview.	3
Corbin, Howard, Mason City, Easton.	3
Cordell, Howard, Macomb, Western Academy.	3
Coultas, Betty, Riggston, Winchester.	3
Cox, Lucille, S. Front St., Bushnell, Bushnell.	3
Cozine, Mildred, Lewistown, Lewistown.	3
Craft, Emma Lee, Clayton, Clayton.	3
Cramm, Esther, Quincy, Quincy.	3
Crown, Carolyn, Mackinaw, Astoria.	3
Croxton, Ruth, Golden, Golden.	2
Cuba, Mary, Tennessee, Colchester.	3
Curley, Delbert, Thomson, Thomson.	1
Daniel, Harlan, Dallas City, Beardstown.	1
Daugherty, Lowell, Blandinsville, Blandinsville.	2
Davis, Harold, Mt. Sterling, Hersman.	3
Davis, Louise, Seaton, Seaton.	3
DeMoss, Corrine, 823 1/2 N. 6th St., Quincy, Quincy.	3
Denholm, Joan, Hamilton, Hamilton.	3
DeWitt, Kathryn, 423 S. Main, Kewanee, Kewanee.	3
Dikeman, Dorothy, Maquon, Maquon.	3
Douglas, Glenn, Macomb, Bardolph.	3
Edman, Grace, Alpha, Alpha.	3
Edward, George, Elmwood, Brimfield.	3
Eggeson, Betty, 2247 College Ave., Quincy, Quincy.	3
Egolf, Analle, Nauvoo, Nauvoo.	3
Elliott, Doris, Hersman, Hersman.	3
Ernst, Jennie, Hamilton, Hamilton.	3
Evans, Lois, Kewanee, Wethersfield.	3
Feldman, Pauline, Muscatine, Iowa, Reynolds.	1 1/2
Ferguson, Robert, Liberty, Seymour (Payson).	3
Flick, Elsie, 2700 46th St., Moline, Moline.	3
Forest, Ellen, Augusta, Augusta.	1
Fravil, Martha, Seaton, Little York.	3
Funk, Lorraine, Beverly, Barry.	3
Gaddis, Christine, Industry, Industry.	3
Games, Darlyne, Good Hope, Good Hope.	3
Genster, Betty, Sheffield, Sheffield.	3

PROCEEDINGS

Name, Address and High School	Quarters
Gerhardt, Nellie, Loraine, Loraine	3
Gibson, Jean, Sherrard, Sherrard	3
Gibson, William, 1702 W. Linden, Chariton, Iowa, Sherrard	3
Gilliland, Margaret, 902 E. 7th St., Aledo, Aledo	1/2
Goldenstein, Esther, Golden, LaPrairie	3
Graham, Leland, Adair, Adair	3
Greenwell, Margaret, Norris, Farmington	3
Griffin, Josephine, Box 163, Moline, United Township	3
Gronewald, Gertrude, LaPrairie, LaPrairie	3
Hagel, Mary, 1501 29th Ave., Moline, Moline	3
Hall, Vivian, Pittsfield, Milton	3
Hamman, Eugene, London Mills, London Mills	3
Hanlon, Thomas, Woodhull, Woodhull	3
Hardy, Rolland, Hamilton, Terre Haute	1 1/2
Harland, Foster, Galva, Lafayette	3
Harn, Elizabeth, Marietta, Cuba	3
Hartquist, Helen, Plymouth, Stronghurst	3
Harvey, Erla Mae, Dallas City, Dallas City	1/2
Harvey, Helen, Quincy, Quincy	1
Haynes, Laura, Maquon, Maquon	3
Haynes, Melba, Abingdon, Abingdon	3
Helton, Mary, Sciota, Good Hope	3
Hickerson, Edna, Rushville, Rushville	3
Hickman, Eloise, 1630 W. Main, Galesburg, Galesburg	3
Hill, Robert, Alexis, Alexis	1
Hillman, Mary, Baylis, New Salem	3
Hockensmith, Ethel, Cameron, Monmouth	3
Hoeft, Helen, 119 Palace Row, Geneseo, Geneseo	1
Hoener, Dorothy, 1219 Monroe, Quincy, Quincy	3
Hoener, Virginia, 1219 Monroe, Quincy, Quincy	1
Hofer, Harriet, Aledo, Aledo	3
Hollowell, Dorothy, Sherrard, Sherrard	3
Hoover, William, Pleasant Hill, Pleasant Hill	3
Howard, Jean, Payson, Franklin	3
Howarter, Mildred, DeLong, Knoxville	3
Howell, Margaret, Ipava, Ipava	1
Hultgren, Doris, Woodhull, Cambridge	1/2
Hysler, Marie, 2212 S. 10th, Springfield, Springfield	1/2
Imler, Elsie, Moline, Moline	1/2
Ireton, Rebecca, Yates City, Yates City	3
Jackson, Gerald, 804 W. Washington, Macomb, Western Academy	3
James, Dale, LaFayette, Adair	3
Johnson, Irene, Stronghurst, Stronghurst	1/2
Johnson, Mermitt, 403 E. Jefferson, Rushville, Rushville	3
Jones, Andrew, Mt. Sterling, Mt. Sterling	3
Jury, Allen, Sparland, Sparland	3
Kahl, Eldon, Shipman, Shipman	3
Kelley, Helen, San Jose, San Jose	2
Kirby, Vivian, Monmouth, Roseville	3
Kirkpatrick, Gladys, Roseville, Roseville	3
Knapp, Lucile, Blandinsville, Blandinsville	3
Krusa, Mildred, Naples, Bluffs	1/2
Lamb, Edna, 1008 Washington, Quincy, Quincy	1
Lane, Marjorie, Bath, Lynchburg	3
Lewis, William, Divernon, Augusta	3
Lieber, Dorothy, Galesburg, Galesburg	3
Lindquist, James, Andover, Orion	1/2
Livingston, Frank, Little York, Monmouth	3
Logan, Glenna, Canton, Cuba	3
Logan, Virginia, Ashland, Ashland	3
Lucas, Eileen, Easton, Easton	3
Lunt, Donald, West Point, Mendon	1
Manker, Ellen, Camp Point, Camp Point	1
Marr, John, Loami, Loami	3
Martell, Petty, Prairie City, Prairie City	3
Maxwell, Madolyn, Bardolph, Bardolph	1/2
Maxwell, Raymond, Yates City, Yates City	3
McDonald, Jeanne, Bardolph, Bardolph	1/2
McHatton, Patrick, 822 W. Calhoun, Macomb, Macomb	3
McKelvey, Helen, Monmouth, Biggsville	3
McKinty, Raymond, Elmwood, Elmwood	1
McManus, Margaret, Toulon, Toulon	3
McMillan, Mary Lou, Monmouth, Monmouth	3
Mehrhoff, Helen, Murrayville, Murrayville	3
Miller, Raymond, Chandlerville, Chandlerville	3
Miner, Margie, 412 E. Main, Streator, Streator	3
Moore, Geraldine, West Union, Rushville	1/2
Mortland, Elizabeth, Hardin, Hardin	3
Muder, Irene, Quincy, Quincy	1/2
Muelder, Doris, Bowen, Bowen	3
Mueller, Doris, Reynolds, Reynolds	1/2

TEACHERS COLLEGE BOARD

Name, Address and High School	Quarters
Mueller, Marjorie, S. Bloomington St., Streator, Streator	1
Murray, Kathryn, 507 S. Garfield, Peoria, Peoria	2
Nebergall, Vernon, Cuba, Cuba	1
Nelson, Rosalie, 169 N. Ivan St., Galesburg, Galesburg	1
Nesbitt, Arthur, London Mills, London Mills	3
Noel, Mary, 115 W. Adams, Macomb, Macomb	3
Nutt, Charlotte, Mendon, Mendon	3
Orr, Margaret, Baylis, Perry	3
Painter, Merna, Stronghurst, Terre Haute	3
Pendarvis, Madelyn, Biggsville, Biggsville	3
Pendry, Margaret, Carman, Stronghurst	3
Perkins, Dorothy, Athens, Elmwood	3
Petefish, Sara, Alexander, Ashland	3
Peterson, Elizabeth, Avon, Avon	3
Porter, Virginia, Kirkwood, Kirkwood	3
Putnam, Edna, Wyoming, Wyoming	3
Raglin, Marjorie, Monmouth, Monmouth	3
Rasmussen, Lily, 114 54th, Moline, Moline	3
Rausch, Madelyn, Sheridan, Sheridan	3
Raymond, Richard, Colchester, Plymouth	1/2
Reed, Elizabeth, Burnside, Colusa	3
Reedy, Earl, Table Grove, Western Academy	3
Rehling, Veda, Stronghurst, Stronghurst	3
Reische, Eva, Hersman, Hersman	3
Retherford, Lucille, New Boston, Joy	3
Robinson, Florence, Taylor Ridge, Coal Valley	3
Robison, Louise, Joy, Joy	3
Robinson, Orvetta, Easton, Easton	3
Rohrer, Melba, Canton, Fairview	1/2
Rommel, Hazel, Wataga, Sparta	3
Roseberg, Betty, 906 28th St., Moline, Moline	3
Ruggles, Ortalee, Aledo, Aledo	3
Sams, Betty, 1729 S. 8th, Springfield, Springfield	1
Schlagenhauf, Anne, 2021 Cherry, Quincy, Quincy	3
Schroeder, Marvin, Bluffs, Bluffs	3
Scott, Francis, Toulon, Toulon	1
Seymour, Marilyn, Franklin, Franklin	3
Shank, Bruce, Clayton, Clayton	3
Shelton, Ruth, Pittsfield, Pleasant Hill	2 1/2
Sherwin, Wilma, Winchester, White Hall	3
Shike, Lawrence, Seaton, Seaton	3
Sill, Mara Lea, Ipava, Ipava	1/2
Sloan, Mable Jane, Biggsville, Biggsville	3
Smith, Kathryn, Plymouth, Plymouth	1/2
Snyder, Norma, Princeville, Princeville	3
Spencer, Marjorie, Murrayville, Murrayville	3
Sperry, Virginia, Druid, Saskatchewan, Canada, Bushnell	3
Stepanowich, Joe, 38 W. Pine, Canton, Canton	3
Suggs, Eunice, St. Louis, Mo., Quincy	2 1/2
Sullivan, Barbara, Macomb, Adair	3
Sullivan, Mary, 356 W. North, Galesburg, Galesburg	3
Swagert, Sara, 457 Burgland Ave., Galesburg, Galesburg	1/2
Swanson, Beth, Oneida, Oneida	3
Swanson, Doris, Abingdon, Altona	3
Swanson, Doris, 25515 5th Ave., Moline, Moline	1/2
Test, Charles, Keithsburg, Keithsburg	3
Test, Emil, Good Hope, Good Hope	1
Turnbull, Glenn, Griggsville, Griggsville	3
Turnbaugh, Carroll, Pittsfield, Pittsfield	3
Ufkes, Ielene, Carthage, Carthage	3
Urish, Alma, Delavan, Green Valley	1
Vail, Donald, 1336 E. Wheeler, Plymouth	2
VanHook, Henrietta, Elvaston, Elvaston	3
VanOrmer, George, 316 W. Washington, Macomb, Winchester	3
VanSteinburg, Evelyn, Stronghurst, Stronghurst	3
VanWinkle, Beulah, Franklin, Franklin	1/2
VanWinkle, Martha, Avon, Avon	1/2
Viar, Don, 1101 E. Reservoir, Springfield, Chatham	3
Volkmar, Esther, Beardstown, Beardstown	3
VonderOhe, Esther, Warsaw, Warsaw	3
Walters, Ginevra, Ipava, Ipava	3
Walters, Hazel, Maquon, Maquon	3
Weaver, Russell, Oakford, Oakford	1/2
Wetander, Vivian, Kirkwood, Kirkwood	3
Wheeler, Betty, Scottville, Scottville	3
Whitlow, Ruana, Kilbourne, Kilbourne	1/2
Whitmore, Dorothy, Canton, Canton	3
Whitmore, Margaret, Dallas City, Dallas City	3
Wilkins, Betty, Bushnell, Bushnell	3
Williams, Dorothy, DeLong, Gilson	3
Witt, Earl, Augusta, Augusta	3

PROCEEDINGS

Name, Address and High School	Quarters
Workman, Joyce (Casteen), Versailles, Versailles.....	1 1/2
Worrell, Winifred, West Point, Bowen.....	3
Wright, Elene, Mendon, Mendon.....	3
Yaeger, Clarence, Roseville, Roseville.....	3
Young, Christine, Roseville, Roseville.....	3
Young, Hershell, Monmouth, Blandinsville.....	3
Zobel, Mildred, Warsaw, Warsaw.....	3
Zumsteg, Patricia, 720 Van Buren, Quincy, Quincy.....	3
Zumwalt, Wayne, Nebo, Nebo.....	3
Total Quarters	623
623 quarters @ \$10.00 each = \$6,230.00	

2. Work has been somewhat interrupted by the uncertainty of the draft, and possibilities for the coming college year are very uncertain. The general impression seems to be that a significant drop of enrollment may be expected in all higher institutions.
3. Preparation is being made for the events of commencement week, which, among others, will include baccalaureate services on Sunday, June 1, 1941, at 4:00 P.M., and graduation exercises on Thursday, June 5, 1941, at 10 A.M. The commencement speaker is Rabbi F. M. Isserman, of Temple Israel, St. Louis, Missouri. The title of his address is "If I Could Write the Treaty of Peace."

II. THE FACULTY

1. At the last meeting of the Board, three vacancies were reported for the First Summer Term, due to leaves of absence which were granted. To fill these vacancies, I should like to recommend the following:
 - a. As instrumental instructor in Music, Mr. Maurits Kestnar, at \$300.00 for the six weeks. Mr. Kestnar has been a naturalized citizen of the United States for the past eighteen years, and has been teaching instrumental music at Augustana College recently.
 - b. As assistant in the Department of English, Miss Loretta M. Miller, at \$300.00 for the six weeks. Miss Miller holds her Ph.B. degree from, and has done graduate work at, the University of Chicago. She has recently been employed at the Country Home for Convalescent Crippled Children, West Chicago, Illinois, as principal.
 - c. As seventh grade critic in the Training School, Mrs. Erma Foster Thomson, at \$300.00 for the six weeks. She graduated from the Western Illinois State Teachers College several years ago, and later received her Master's degree from Teachers College, Columbia University. As a matter of fact, she occupied this position as one of our teachers for a number of years, or until she was married. It is not our custom to employ married women on the staff, but since she had experience in this room for a number of years, it seems best to do so in this case.

TEACHERS COLLEGE BOARD

2. For positions during the Second Summer Term, I should like to recommend
 - a. Dr. Virgil Nestrick, for the Industrial Arts position which is open, at \$300.00 for the term. He, too, graduated from the Western Illinois State Teachers College several years ago, and later received his Ph.D. degree from Teachers College, Columbia University. He has been teaching in the east, recently at Queens College.
 - b. Mr. Burdette Graham for the Agriculture position which is open, at \$250.00 for the term. He graduated from the Western Illinois State Teachers College several years ago, and two or three years ago received his Master's degree from the University of Missouri. He has been teaching Vocational Agriculture in the Prairie City High School for a number of years, where he has made rather a striking success.
3. It is decidedly difficult to know what the draft will do to members of our faculty for the coming year. Seven or eight are listed and classified, all of the way from 1-A to 3-A. I am sure we shall have to make a good many temporary adjustments in filling vacancies caused by the draft, so that these positions may again be open to those who are called, after their government service is completed.

III. OTHER SCHOOL EMPLOYEES

1. So far as has been reported to me at this time, no one of this group is in the draft.

IV. THE ORGANIZATION

1. I am herewith submitting, for your approval, the calendar for the next college year.

COLLEGE YEAR, 1941-42

Fall Quarter opens.....	September 10, 1941
Fall Quarter closes.....	December 2, 1941
Winter Quarter opens.....	December 3, 1941
Winter Quarter closes.....	March 6, 1942
Spring Quarter opens.....	March 9, 1942
Spring Quarter closes.....	June 4, 1942
Mid-Spring Term opens.....	April 27, 1942
Mid-Spring Term closes.....	June 4, 1942
First Summer Term opens.....	June 8, 1942
First Summer Term closes.....	July 17, 1942
Second Summer Term opens.....	July 17, 1942
Second Summer Term closes.....	August 21, 1942
Thirty-ninth Annual Commencement.....	June 4, 1942
Homecoming	October 24 and 25, 1941
Thanksgiving Recess	November 20 and 21, 1941
Christmas Holiday..	December 24, 1941, January 4, 1942, incl.
Spring Recess	April 18, April 26, 1942, incl.

V. THE CURRICULUM

1. Only minor changes are being made in the curriculum, by the revision of one or more courses.

VI. BUILDINGS AND GROUNDS

1. The W.P.A. projects, which were worked up in connection with the allotment of \$2,500.00 for such projects here, are on the way to approval, and it is the plan at present to begin the work on June 10. It provides for improving and grading our outdoor theatre, straightening the channel of the small stream running across the campus, the building of some concrete tennis courts, the installation of some new light posts along drives where none have been installed, the repair of sidewalks, steps and area ways about the administration building, and the construction of a machinery hall, a small storage building, and the paving of a roadway leading to the heating plant. The total project amounts to about \$20,000.00, of which the institution is to furnish approximately \$7,000.00. Much of it is in the form of materials already on hand, such as light posts, copper cable, and paving brick. The latter were taken from the street in front of the campus a few years ago when it was resurfaced. The two small buildings will not be things of beauty, but will be placed in inconspicuous places surrounded by trees, where they will receive little notice.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

1. Two bills, known as Senate Bills 405 and 406, revising the Code to provide for a Teachers College Board instead of a Normal School Board, and for the changing of the names of the five teacher training institutions, where they appear, to Teachers Colleges instead of Normal Schools, and other minor matters, have been introduced and recommended to pass. No opposition to them has as yet been discovered.
2. The joint bill, providing for a library building at Carbondale, a science building at Macomb, and a library building at Charleston, has been introduced in the Senate, known as Senate Bill 469, and referred to the Committee on Appropriations. In all probability, it will have considerable difficulty in making progress.
3. The general appropriation bill for the five Teachers Colleges is prepared for introduction, but I understand it is to be held until certain matters receive the attention of this Board. It will then be introduced at once, and rushed through to passage. The totals included in the bill are in keeping with the amounts as approved at DeKalb and the items are as furnished by the presidents of the several institutions.

X. SUMMARY

The approval of the Normal School Board is requested for the following:

1. Scholarship list, and amount for scholarships.
2. Faculty appointments for summer school, at salaries recommended.
3. College calendar for 1941-1942.
4. W.P.A. projects, as described.

Respectfully submitted,

W. P. MORGAN, *President*.

REPORT OF THE SOUTHERN ILLINOIS NORMAL UNIVERSITY, CARBONDALE

To be presented at the meeting of the Normal School Board to be held at Southern Illinois Normal University, Carbondale, Illinois, May 19, 1941.

I. STUDENTS—No report.

II. AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

1. Because of a very great increase in his responsibility due to his having complete charge of the National Defense program, which is described elsewhere in this report, I should like to recommend that the salary of Mr. J. Henry Schroeder, head of the Industrial Arts Department, be increased fifty dollars a month beginning June 1. For this increase in salary for extra work attendant on the National Defense program, the College will be completely reimbursed by the State Board for Vocational Education. It is definitely understood that the increase is to continue only so long as we receive the amount in question from the National Defense Education Fund.
2. With the pickup in employment due to the national defense emergency, we continue to have members of our faculty approached with offers of employment in salary that we cannot meet. In my last report to the Board the case of Dr. Alexander of the Political Science Department was presented.

This year, after only one year of service to the College, we are losing Dr. Ronald Lippitt, one of the most brilliant and able young men who has ever been brought to the campus. Dr. Lippitt was employed as a clinical psychologist to teach in the Psychology Department and to work in the Bureau of Child Guidance to help the public schools learn to deal with potentially delinquent children before their delinquency becomes serious enough to engage the attention of the police and the courts.

Dr. Lippitt was offered a salary of \$3,600 a year by the National Headquarters of the Boy Scouts of America, with the promise of \$5,000 a year in five years if he makes good.

It is extremely regrettable that the public schools of Southern Illinois should have to lose the leadership which Dr. Lippitt would have provided here had he been able to make his career at Southern Illinois Normal University. The kind of work he is doing requires highly specialized training, the demand for which has now been increased by the needs of the Army. It is extremely unlikely that we will be able to replace Dr. Lippitt at all.

As supplements to this report, I am presenting two communications which came within the last two weeks, one addressed to Dr. Parrish, one of the finest of the very young men on our faculty, and the other addressed to Dr. Hinrichs, the Director of Student Health.

John B. Parrish
406 West Main Street
Carbondale, Illinois

Wire collect within twenty-four hours whether you would accept if offered probational indefinite appointment as wage rate analyst at thirty-two hundred dollars per annum for duty in office quartermaster general Washington D. C. subject there not being more than one member your immediate family employed government service comma to your reporting at your expense promptly upon notification and to your passing physical examination if and when you report for appointment Stop if now employed in government service and are willing to accept advise name of department comma position and whether appointment is probational or temporary stop Employment expected to last at least one year probably longer however definite period employment cannot be guaranteed Stop Refer to file R 536 in Reply.

Barnes Asst to QM General
Washington D. C.
R 536 QM.

TEACHERS COLLEGE BOARD

City of Evanston
DEPARTMENT OF HEALTH
1806 Maple Avenue
Telephone Greenleaf 3100
EVANSTON, ILLINOIS

Winston H. Tucker, M.D.
Commissioner of Health

Henry D. Penfield
Mayor

Address All Correspondence to the Commissioner of
Health

May 7, 1941

Dr. Marie A. Hinrichs, Director
Student Health Service
Southern Illinois State Normal University
Carbondale, Illinois

Dear Dr. Hinrichs:

There is an opening for a school physician in the public grade school district in Evanston, beginning with the next school year in September, 1941. The school physician is paid jointly by the School Board and the City Health Department, therefore the Superintendent of Schools has requested my help in selecting a woman physician to replace the physician who is retiring at the end of the present school year.

Although the position here will be with grade school children, as compared to your present position with persons of college age, the position in Evanston offers the advantage of living in the Chicago area with its many opportunities for attendance at medical meetings of every type. In view of your experience, I think that a salary in the neighborhood of \$3,600 for a ten month school year can be arranged.

If you would be interested in making a change, kindly get in touch with me at once. A personal interview will be necessary, and this can be arranged to suit your convenience.

Yours very truly,

(Signature)

WINSTON H. TUCKER, M.D.
Commissioner of Health

WHT:P

Dr. Parrish has a Ph.D. in economics from the University of Illinois and has had experience in the United States Employment Service. He was brought to Southern Illinois Normal University, not only to teach economics, but to study and presumably to help solve some of the critical unemployment problems that are faced by this area. During the first two years here he has contributed some very illuminating studies, some of which have been presented to the National Defense Council in the campaign to secure industries for Southern Illinois. I am prepared to present examples of some of his work.

Dr. Hinrichs has both the M.D. and the Ph.D. degrees and has had public school teaching experience. She is so distinguished an authority on a certain highly specialized problem in genetics that two years ago she presented a paper on the results of her research at an International Medical Research meeting in Switzerland.

Both of these people are highly trained specialists who probably could not be immediately replaced at any price, much less can they be replaced at salaries that we are able to offer beginning members of the faculty. Yet, a great institution like Southern Illinois Normal University, serving exclusively a region which is larger in population than most of the states of the United States, does indubitably need to keep such people in its service when it possibly can. *I have promised each of them to recommend to the Board a modest increase in salary for next year, and so far they seem to have decided to remain.*

I might add that should Dr. Hinrichs leave the faculty it would be harder than usual to replace her at all since the demands of the army for physicians have completely exhausted the supply of qualified people who are willing to work at any salary which is anywhere within our range.

The moral of the foregoing is obvious. We will either have to make it possible to meet competition for the superior people who otherwise will leave the College if we do not pay them better salaries, or we will have to be content to let the College sink into the position of a second-rate institution staffed by people who are with us because no one else cares to have them.

3. Leaves of Absence:

- (a) Mr. Fred Cagle, a member of the University High School Faculty and Director of the College Museum, requests leave of absence for one year in order to do graduate work at the University of Michigan, where he has a \$500 teaching fellowship for next year.
- (b) Miss Dorothy R. Davies, a member of the Department of Physical Education for Women, requests leave of absence for one year in order to do graduate work at the University of Cincinnati.

- (c) Mr. Wendell Margrave, a member of the Music Department, requests leave of absence for one year in order to do graduate work. Mr. Margrave has recently been granted an instructorship carrying a stipend of \$1,800 a year at Cornell University, while working on his doctorate. He will direct the Cornell University Bands.
 - (d) Miss Eugenia Waring, an assistant in the Rural Education Department, requests leave of absence for one year in order to do graduate work at Ohio State University.
4. The following five people are returning from leaves that were granted by the Board a year ago:
- (a) Mrs. Wanda Newsum Gum, Assistant Dean of Women and member of the Sociology Department, will return from a year's leave of absence, which was granted her for graduate work at New York University. Mrs. Gum will have finished the residence work for her Doctor of Education degree, but presumably will not have the degree.
 - (b) Mr. Victor Randolph will return from a year's leave of absence at George Peabody College, where he was working toward the Doctor's degree.
 - (c) Mrs. Mary Combs will return from a year's leave of absence at the University of Indiana, where she has been doing work toward her Doctor's degree.
 - (d) Mr. Willis Malone will return from a year's leave of absence at Northwestern University, where he was working toward his Master's degree.
 - (e) Mr. W. A. Thalman will return to the campus after a year of special study under the auspices of the Commission on Teacher Education of the American Council on Education in a special collaboration center set up under the auspices of the Commission at the University of Chicago under the direction of Professor Daniel A. Prescott.

IV. THE ORGANIZATION

Change in the College Placements Bureau. Since the retirement of Mr. George D. Wham, Mr. Bruce W. Merwin, the Director of Teacher Training, has been serving as Director of Placements of the College. Under his direction the Placements Office has maintained a very fine record for placing worthy students in good positions throughout the State.

Since construction is about to begin on our new training school, and Mr. Merwin, as Director of Teacher Training, will have charge of the details of caring for the College side of this big project, he will not have time to give the Placements Service the attention that it requires. Accordingly, upon the recommendation of the faculty committee that was appointed to look into the matter, the College Placements Bureau has been put in charge of Mr. W. G. Cisne, Principal of the Elementary Schools.

Mr. Cisne took over the work of the Placements Bureau at the beginning of the Spring Term. Time for him to do this work will be secured by a reorganization of the administrative staff without necessitating the addition of any new staff members.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

I am sorry to report that the Architect's Office has not yet completed the plans on the new training school to the point where we are ready to advertise for bids on the new building. Work on this project has been disappointingly slow all along. If there is anything that the members of the Board can do or any action they would like to recommend to facilitate this work, we should be glad to know about it.

In the meantime, it will be necessary to have the \$500,000 which was set aside out of the Permanent Improvement Funds of the last biennium re-appropriated, since it appears now that the contracts for the building will not be let in time to prevent the lapsing of the funds.

VII. AUXILIARY ENTERPRISES

1. *Committee to Study Southern Illinois Normal University Foundation.* In my last report the Board approved a suggestion that a committee of the Board be appointed to examine the proposal to establish a Southern Illinois Normal University Foundation. I should like to have this Committee named as soon as possible so that we may proceed with the matter. Perhaps, since the new Advisory Committee for Southern Illinois Normal University has been named, it might be possible to have this Committee serve ex officio for this purpose.

2. *Report on the National Defense Education Program.* We have two separate national defense enterprises going in connection with the college.

(a) *Civil Aeronautics Authority Program.* Almost two years ago the college was the first teachers college in the United States to be approved for the training of pilots under the Civil Aeronautics program. The work of the Civil Aeronautics Authority is done through the cooperation of a flight contractor in charge of a neighboring airfield with the college, the college teaching the fundamental science and ground work which are necessary to aviation, and the flight contractor teaching the students actually to fly the planes. In our case the flight contractor is Mr. Fred Valentin, who operates on the Marion airport, and the college phase of the work is done by the Physics Department under the direction of Mr. O. B. Young.

Since the course was organized not quite two years ago, primary pilots' licenses have been earned by sixty-five

students at Southern Illinois Normal University, and advanced licenses by eight. Of these young men, fourteen are now in the Army Air Service and six in the Navy, with some eight or ten others now enlisted and awaiting call.

When one considers the crucial importance of training pilots in the National Defense, and the huge expense (over twenty thousand dollars per person) of training a pilot in the Army, the contribution which Southern is making through this means is a most significant one.

The cost of this initial training is very small to the college, to the young man, and to the Federal Government. The man continues his general education for civil life in the usual way. The college grants him credit for the work he does and is compensated by the Federal Government for the slight extra cost which it incurs. The Federal Government saves the cost of feeding, clothing, and paying a salary to the young man while he undergoes the first three or six months of his training.

Several times during the past year the Aeronautics Authority at Washington has been on the brink of discontinuing the work with the college because of the inadequacy of the Marion airport. However, the work on the primary level has so far been continued and we assume will continue during the summer term.

The advanced course which was approved April 29, 1941, has been suspended for the time being until the Marion airport qualifies or until we can find another airport adjacent to the college which does qualify.

- (b) *Vocational Education for National Defense.* Our College Industrial Arts Department is cooperating as fully as our facilities will permit with the National Defense Education Program which is being carried on under the Illinois Board for Vocational Education. Under these auspices, we have the following enterprises:

- (1) Two groups in auto mechanics, each consisting of fifteen men enrolled in the NYA Resident Work Centers. These groups are using college equipment worth \$1,000 and additional NYA equipment which is worth approximately \$3,000. We are supplying instruction for this course, and are receiving compensation from the Illinois Board for Vocational Education at the rate of \$150 per week.
- (2) Three classes for enrollees in the National Youth Administration Resident Work Center, who are working as apprentice engineers on the Little Grassy Lake Project. These classes consist of fifteen men each in surveying, drafting, and geology. These classes are

being maintained at a cost to the Illinois Board for Vocational Education of \$125 per week.

- (3) One class operating six hours a day, five days a week, to train oxy-acetylene and electric arc welders. This class consists of fifteen men, using equipment valued at \$2,500. The cost of this course to the Illinois Board for Vocational Education is \$200 per week.
- (4) One class in machine tool operation consisting of ten men operating six hours a day, five days a week. For this, the college is to receive on presumably permanent loan from the National Defense Educational Program, equipment which has been allowed, but not delivered, to the value of \$9,300. The cost of this course will be \$125 per week.

In all of the above cases supervision, organization, and part of the equipment are provided by the college, and the actual inspection is done by skilled craftsmen in the community at the regular union rate of pay for the craft. The college is also the disbursing agent for all of these enterprises, actually paying out the funds received from the State Board for Vocational Education for wages, for teaching, and for rent for the building down town in which the work is being done. If time permits, we should welcome an inspection of these enterprises.

- (c) *Supervision of National Defense Work in Southern Illinois for High School Classes.* In addition to what has been listed above, the State Board for Vocational Education asked us to assume responsibility for the supervision of Vocational Education courses in the high schools of Southern Illinois, wherever they are organized. Accordingly, we have loaned them Mr. English of our Industrial Arts Department for three-fourths of his time. Mr. English is now supervising courses in twelve Southern Illinois schools, reaching as far as Metropolis.

The Illinois State Board for Vocational Education is sponsoring and supporting all this work from the appropriation made by the Federal Government through the Illinois State Board for Vocational Education for national defense.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

Recognition by American Association of University Women. I am pleased to report that at the annual meeting of the American Association of University Women held recently at Cincinnati, Southern Illinois Normal University was given full recognition by the Association. This means that henceforth, women graduates of Southern will be eligible for membership in the American Association of University Women. In this we are happy to join the

Northern Illinois State Teachers College which was similarly recognized over two years ago. There are now fifteen teachers colleges in the United States who have received this recognition. This marks another significant step in the achievement of national recognition for Southern Illinois Normal University.

X. SUMMARY

The approval of the Normal School Board is asked for the following items which I am recommending:

1. Authority to increase the salary of Mr. J. Henry Schroeder in the amount indicated.
2. Granting of leaves of absence to Mr. Cagle, Miss Davies, Mr. Margrave, and Miss Waring.
3. Request to the General Assembly and the Governor to re-appropriate the \$500,000 previously appropriated and allocated to the training school building.

Respectfully submitted,

ROSCOE PULLIAM.

ILLINOIS STATE NORMAL UNIVERSITY, NORMAL PRESIDENT'S REPORT

Meeting at Carbondale, May 19, 1941

To the Chairman and Members of the Normal School Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS—No report.

II. FACULTY

1. Leaves of Absence:

- a. Albert C. Fries, Assistant Professor of Business Education, in order to continue work on his Doctor's degree at New York University where he has been offered an attractive fellowship.

2. Resignations:

- a. Esther Richard, Assistant Professor of English, effective August 6, 1941. Miss Richard expects to be married shortly after completing her work here.
- b. Mrs. Marion Taylor, Assistant Professor of English, effective June 9, 1941, in order to accompany her husband, now an officer in the United States Army, to a newly assigned post at Philadelphia, Pennsylvania.

3. New Appointments:

- a. Mary Chamberlain as Instructor in History for the Summer Session Geography-History Field Course, at a total salary of \$100.00. In addition to this small remuneration from the University, she receives all expenses in connection with making this trip, although the provision of travel funds is not at the expense of the University. Miss Chamberlain has her Master's degree from the University of Wisconsin, and has had teaching experience in Cairo, Illinois, High School. This is a summer appointment only.
- b. Mildred B. Hahn, Head of the Department of Speech at Baker University, Baldwin, Kansas, as Instructor in Dramatics in the summer session, with special assignment to the East Bay branch of the University, at a salary for the eight weeks period of \$400.00. Miss Hahn has her Master's degree from the School of Speech at Northwestern University and has had public school, camp, and college teaching experience. This is a summer appointment only.

III. OTHER SCHOOL EMPLOYEES

1. New Position:

- a. Illinois State Normal University with all of its janitors has operated on the basis of a head janitor, which does not qualify either in the nature or duties with the position expected by Civil Service, where the correct title is Superintendent of Buildings. Although it is expected that the present so-called head janitor would be retained as a member of the janitorial force, it is recommended that, effective July 1, 1941, a new position be created and filled calling for a Superintendent of Buildings at an annual (twelve months) salary of not to exceed \$2,100.00, to be paid from the Income Fund, this person to supervise all of the janitorial work of the University.

IV. THE ORGANIZATION—No report.

V. CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. The completion of a W.P.A. project involving a previously authorized expenditure of \$3,000.00 from the State fund for campus improvements which, together with W.P.A. money, has made possible a project involving almost \$7,000.00, is reported at this time. This project involved the closing of a large ditch in the southeast corner of the University campus by the construction of an unusually large concrete box type of drainage in order to make possible the covering of this ditch to add to the women's athletic field. This work has been contemplated for several years and is a worthwhile reclaiming of much-needed land on the University campus. The women's athletic field was moved to this area when the new Milner Library was started.

2. At the University Farm satisfactory progress is being made in the construction of some necessary buildings. The sheep barn, 60 x 110 feet in size, is rapidly nearing completion. One of the new cattle barns was recently put into use.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

1. The committees from the Legislature, both House and Senate, visited the campus on Friday, May 9. The three members of the Senate Committee and all five members of the House Committee were present, this being the first time in a number of years that a one hundred per cent attendance of both committees has been possible. The committee personnel seemed to be unusually strong, well-qualified, and interested, and it is hoped that in some way their reactions and recommendations may get into channels that will bear fruit in the interest of improved conditions in the teachers colleges of Illinois.
2. The defense program as it involves Illinois State Normal University is taking on added complexity. In addition to the agriculture-industrial project now housed in eight buildings of government construction and operated entirely at government expense on our University Farm, there are now operated on the campus in the mechanic arts building defense classes in all types of welding, one group starting at 6:00 P. M. and operating until midnight, and the next group from midnight to 6:00 A. M. All instruction, operation, equipment and any other expenses are cared for by the federal government. The University is not involved in providing anything that becomes an expense consideration.

In addition to the program operated as an N.Y.A. residential project and the national defense program under the State Board for Vocational Education, the third phase of the Civil Aeronautics Administration program is now being completed, with a fourth or summer phase program being contemplated for the coming summer session.

X. SUMMARY

The approval of the Normal School Board is requested upon the following recommendations:

1. Granting of a leave of absence to Albert C. Fries.
2. Acceptance of the resignations of Esther Richard and Marion A. Taylor.
3. Summer session appointments of Mary Chamberlain and Mildred B. Hahn.
4. Authorization of a new position of Superintendent of Buildings.

Respectfully submitted,

R. W. FAIRCHILD.

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE DEKALB

To be presented at the meeting of the Normal School Board at Carbondale, May 19, 1941.

To the Chairman and Members of the Normal School Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Following is a detailed record of the extension work handled during this college year:

Extension, First Semester, 1940-41

	Men	Women	Total
Belvidere	24	24	48
DeKalb	54	55	109
Dixon	68	71	139
Elgin	38	42	80
Freeport	39	41	80
Geneva	42	47	89
Glen Ellyn	18	18	36
Joliet	49	49	98
Lena	21	27	48
Lombard	32	33	65
McHenry	58	65	123
Mendota	24	26	50
Mt. Carroll	31	37	68
Morrison	36	36	72
Ottawa	29	32	61
Rockford	70	71	141
Sandwich	21	21	42
Sterling	41	42	83
Woodstock	33	33	66
Total, First Semester.....	42	728	770

Extension, Second Semester, 1941

Belvidere	1	25	26
DeKalb	2	20	22
Dixon	72	72	144
Freeport	18	18	36
Glen Ellyn	2	39	41
Lena	9	20	29
Marengo	20	20	40
McHenry	3	17	20
Mendota	4	17	21
Morrison	1	20	21
Princeton	1	34	35
Rockford	2	78	80
Sterling	1	17	18
Waukegan	27	27	54
Yorkville	1	18	19

Total, Second Semester.....	27	442	469
Grand Total	69	1,170	1,239

2. Our preparations for commencement week and its attendant activities are now complete. Dr. Preston Bradley will deliver the baccalaureate address on Sunday, June 1, at 3 o'clock, and Dr. Boyd H. Bode, of Ohio State University, will deliver the commencement address at 10:00 o'clock on Thursday, June 5. The college will be delighted to have as many members of the Board attend these activities as possible.
3. In accordance with the policy adopted by the Board some time ago, the degree and diploma graduates for this college year

will not be reported until after the close of the spring quarter. Our records at the present time indicate that the number will exceed that of preceding years with the degree graduates in the lead. This is the first year this college has enforced the \$5.00 graduation fee and indications are that the plan is operating successfully.

II. FACULTY

1. Over a period of years, we have employed the superintendent of the DeKalb elementary schools as director of training at the college. From a distinctly professional standpoint, I doubt if such an agreement was ever a satisfactory one in a college training teachers. At the present time, in so far as I can discover, there is not another fully accredited State-supported teachers college in the United States that makes use of the superintendent of the local elementary schools as director of training. There has been opposition to the plan from members of the college staff on repeated occasions. I am prepared at this time to recommend that we discontinue this arrangement and that we employ a full time director of training for the student teaching program, both elementary and secondary, at the college. This will necessitate the termination of contract for Mr. Frank W. Phillips, who has a part-time position as director of training. The college expects to continue its affiliated relationship with the elementary schools for student teaching purposes. I have gone over the matter of this change with the full membership of my committee and they have given their unanimous approval to the recommendation.
2. Miss Blanche Davidson has been dean of women at the college for the past twelve years. Before that time she was dean of girls in the Springfield, Illinois, high school, and teacher in Indiana. Since she has been at DeKalb, there have been a number of difficult situations that have developed which seem to make it advisable that her contract be terminated. These matters deal with her relationships with the faculty, with the students, with the townspeople, and especially with the administrative members of the staff with whom her duties demand that she cooperate. Since Miss Davidson has been at the college at DeKalb for twelve years and since it is less than three weeks until the end of the college year and since I feel so deeply the right of professional persons to certain tenure conditions and to adequate notice before termination of contract, I am requesting that Miss Davidson be given an additional year with the terminal date set at the close of the college year in 1942. The acceptance of this year's notice on the part of Miss Davidson would carry with it an express agreement for cooperation or immediate termination of contract. The question of this cooperation would of necessity be determined entirely by the administration. I have gone over the matter of this change with the full membership of my com-

mittee and they have given their unanimous approval to the recommendation.

3. Mr. Carl C. Cramer, faculty member in the Industrial Arts Department, has been connected with the college faculty for a period of twelve years. Mr. Cramer is a graduate of this college in the early years and has his Master's degree from the Colorado Agriculture College. He was a teacher in the junior high school at Rockford, Illinois, at the time he was employed at the college here. His competence as a college teacher has been severely criticized on many occasions. His use of written and spoken English is not up to the standard that one should expect from a college teacher. In his relationship with other faculty people including the members of his own department as well as the administrative officers of the college, he has not been cooperative. I am asking the Board at this time to approve the termination of Mr. Cramer's contract with this college under exactly the same conditions as that of Miss Blanche Davidson. I have gone over the matter of this change with the full membership of my committee and they have given their unanimous approval to the recommendation.

III. OTHER SCHOOL EMPLOYEES

I wish to report on two accidents which occurred at the college during April which should be handled, financially, according to rules set by the State. The circumstances are as follows:

1. On Monday, April 14, 1941, at 2:30 P. M., Mr. Otto Oberg, a janitor, was washing windows on the outside at the southeast corner of the Administration Building. Mr. Oberg was working on a platform fifteen feet above the ground with Mr. Hickey, another janitor. Mr. Hickey had descended to the ground when the wind caught the scaffold and blew it over, throwing Mr. Oberg to the ground. Through this fall he sustained fractures to his left leg in five places, a compression fracture of one of the vertebrae in his spine, five dislocated fingers and a cut on his forehead which required one stitch. Mr. Oberg is a man well along in years, 68 years, I believe. He is under the care of Dr. H. G. Joost of DeKalb, who reported to me that Mr. Oberg will probably be unable to resume work for three months. Mr. Oberg has been employed at the college continuously for more than 23 years.
2. The other accident involves a fireman on duty in the boiler room, Mr. Andrew Ebbeson. This occurred on Saturday, April 12, 1941, at 1:00 A. M. In trying to start a small coal conveyor, Mr. Ebbeson caught his left hand in between the chain and the gear with the result that the little finger was broken and two other fingers lacerated. Mr. Ebbeson returned to his work on April 24.

There is a basis to be followed in paying claims for medical and surgical treatment for employees. Mr. Ebbeson's case is

comparatively small and it follows more definitely the line of hazardous occupations since it occurred in an engine room where high pressure steam is used. Mr. Oberg's case is much the more difficult, although it is clear and conclusive in its accidental nature. I believe in both cases these persons should be recompensed for their expenses. I should like, however, to raise the question with the Board as to how long the college should pay Mr. Oberg's salary.

3. The college employs a full-time carpenter at the hourly rate of \$1.00 to take care of repairs and equipment around the institution. At the time this employment took place, the union carpenter rate was \$1.00 an hour. Some time ago the carpenters' rate was reduced to less than \$1.00 an hour. As far as our records show, we did not reduce our employee's pay. I received a notice from the United Brotherhood of Carpenters and Joiners Union No. 965 of DeKalb, Illinois, on May 8, stating that the carpenters' wage scale had been increased from \$1.00 to \$1.15 per hour and that it went into effect on May 1, 1941. Mr. Clarence Taylor is the man now employed in that position and he has been with us for more than two years. He raises the question with me as to what we plan to do with respect to his hourly wage. I should like the advice of the Board as to whether this increase should be made at once and made retroactive to May 1, or whether it should be increased at the beginning of the new biennium. Mr. Taylor is an able carpenter and is invaluable to us in our program of institutional upkeep.

IV. THE ORGANIZATION

Our director of the summer session has received requests from both faculty and students that the college classes begin an hour earlier this summer. We are therefore instituting this plan as an experiment during the summer of 1941 and if it proves unsatisfactory we will return to the old plan, starting the school day at 8:00 A. M. instead of 7:00 A. M.

V. THE CURRICULUM

Our summer session bulletins have been distributed and copies sent to all Board members. The regular catalog is now in the hands of the printer and will probably be available for distribution in six weeks. This catalog will contain only minor changes in course descriptions, all of which have been approved by the faculty Curriculum Committee. This committee also has approved the addition of Spanish to meet the demand.

VI. BUILDINGS AND GROUNDS

I wish to report to the Board the present status of our science building.

On April 29 the bids for the building and equipping of the new science building at DeKalb were presented to the Division of

Architecture and Engineering. They were tabulated and the low bids selected. The total of these bids was \$492,000, and the amount we had available was \$450,000. In a series of conferences with Mr. Booton in Chicago and with the office in Springfield, Dr. Gould, chairman of our faculty committee, and I succeeded in paring the various contracts until they were within the limits. I have a copy of a letter sent to the Department of Architecture and Engineering on May 12 from the Department of Registration and Education stating the conditions under which the money was available and I also have a letter from the architectural assistant, Mr. Macardell, stating that the recommendations of their office have been submitted to Mr. Thompson and as soon as these are returned to their office, they will advise the various contractors concerning the acceptance of their bids. It is a happy occasion for me to report to this Board that there is considerable likelihood that these statements will be in the mail during the week of May 19. If this action takes place at this time, there are excellent possibilities that the building will be finished and equipment installed in time for the opening of the college year in 1942. For the information of the Board, I will state that the general contract calls for 365 days.

VII. AUXILIARY ENTERPRISES

The Normal School Income Fund shows the following report from January 1, 1941, to March 31, 1941:

RECEIPTS	
Surplus from 60th Biennium, September 30, 1939.....	\$ 15,473.99
Cash received from January 1 to March 31, 1941	
Board and room, Williston Hall.....	\$ 12,713.90
Meals, Williston Hall	1,377.56
Registration fees	10,778.00
Transcript fees	68.00
Library fines	125.00
McMurry book rental	11.85
Miscellaneous collections	31.52
	<u>\$ 25,105.83</u>
Previously Reported, July 1, 1939-December 31, 1941.....	\$135,270.28
Total Available, Income Fund, March 31, 1941.....	\$175,850.10

EXPENDITURES	
Salaries and wages.....	\$ 16,682.47
Telephone	70.35
Office supplies	201.42
Fuel	711.99
Food	5,942.29
Household supplies	953.44
Library and amusements.....	3,491.30
Laboratory and medical supplies.....	248.49
Power plant supplies.....	212.47
School supplies	418.17
Miscellaneous supplies	60.94
Miscellaneous repairs	1,014.25
Furniture and fixtures.....	109.46
Household equipment	330.72
Instruments and apparatus.....	1,702.20
Recreational equipment	380.00
Miscellaneous equipment	23.64
Tools	11.36
Travel	2,340.87
	<u>\$ 34,905.83</u>
Previously Reported, July 1, 1939- December 31, 1941.....	\$131,421.94
	<u>\$166,327.77</u>
	<u>\$ 9,522.33</u>

VIII. STUDENT LIFE

1. I wish to report for the information of the Board that several of our graduating seniors have received signal honors for next year for work in graduate schools. At the present time one of our Speech majors has accepted a scholarship for graduate work at the State University of Iowa, two people have been awarded scholarships at Northwestern University in medicine and French, our applicant for the University of Illinois scholarship was awarded the \$300 stipend, and another student has received an assistant fellowship at the University of Iowa.
2. Student spirit on the campus has been exceptionally good in spite of the draft and general world situation. Students have been active in campus affairs and have this spring conducted a campaign for raising funds for new uniforms for the band which has exceeded anything ever attempted in this college. All student organizations, faculty, and townspeople cooperated to an extent unequalled heretofore. The uniforms have already been purchased and have been worn with great pride to the blossom festival in St. Joseph, Michigan.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Action is requested on the following:

1. Termination of contract for Mr. Frank W. Phillips at the close of this college year.
2. Permission to employ a full-time director of training.
3. Termination of contract for Miss Blanche Davidson at the close of the regular college year, 1942.
4. Termination of contract for Mr. Carl C. Cramer at the close of the regular college year, 1942.
5. Length of time Mr. Oberg's salary should be paid without his returning to work.
6. The increase in the hourly wage of our institutional carpenter.

Respectfully submitted,

KARL L. ADAMS, President.

Roll call to strike as amended by Mr. Alschuler:

Pegelow—No.
 Alschuler—Yes.
 McMorris—Yes.
 Guin—No.

Wieland—No.
 Sturgis—No.
 McIntire—No.
 Dill—No.

REPORT OF THE

EASTERN ILLINOIS STATE TEACHERS COLLEGE, CHARLESTON

For the Meeting in Carbondale, May 19, 1941

To the Chairman, Secretary and Members, The Normal School Board:

LADIES AND GENTLEMEN: The following report on the Eastern Illinois State Teachers College at Charleston is presented for your consideration:

I. STUDENTS

1. Attendance, Spring Quarter, 1941

a. College

Class	Men	Women	Total	Total One Year Ago
Postgraduates	2	0	2	5
Seniors	51	57	108	127
Juniors	93	89	182	143
Sophomores	139	180	319	368
Freshmen	181	235	416	415
Total	466	561	1,027	1,058

b. Teachers College High School

Class	Boys	Girls	Total	Total One Year Ago
Seniors	24	35	59	
Juniors	26	16	42	
Sophomores	24	24	48	
Freshmen	22	31	53	
Total	96	106	202	198

c. Teachers College Elementary School

Class	Boys	Girls	Total
Grade 1	9	18	27
Grade 2	8	12	20
Grade 3	13	18	31
Grade 4	19	11	30
Grade 5	18	17	35
Grade 6	19	16	35
Grade 7	11	19	30
Grade 8	14	14	28
Total	111	125	236

d. Affiliated Schools

School	Boys	Girls	Total
Humboldt C. H. S.....	65	51	116
Humboldt Elementary School....	24	21	45
Clear Springs Rural	10	12	22
Muddy Point Rural.....	9	9	18
Oak Grove Rural.....	4	5	9
Kansas C. H. S.			
Home Economics	9	27	36
Commercial	41	50	91
Total	162	175	337

e. Extension Students

	Men	Women	Total	Total One Year Ago
Second Half 1940-41.....	106	254	360	308

The college enrollment for the Fall Quarter, 1940, was 1,152, the peak enrollment in the history of the institution. The extension service, likewise, has increased 22 per cent over last year, setting a new enrollment high of 1,068 students.

II. FACULTY

1. Roberta Poos, A.M., Instructor in English and Speech, Teachers College High School, is needed for service with the geography-history field study, at part-time salary of \$150 for eight weeks.

III. OTHER EMPLOYEES

1. Samuel Merker, night janitor and night watchman, left duty on the night of April 5-6 under circumstances which warranted his discharge, effective April 15th. Requisition through the Department of Registration and Education brought Earl Cutler as his successor at \$100 per month, beginning April 23, 1941.
2. Requisitions for two temporary laborers on the grounds, authorized by the Board at the April 7, 1941, meeting, were filed through the Department of Registration and Education. Raymond S. Rennels reported for duty on April 25, 1941, and Wilbert Miller on April 28, 1941, at salaries of \$100 per month. Raymond S. Rennels was found to be giving unsatisfactory service, and his employment was terminated on May 9, 1941. Requisition has been filed for his successor.

IV. ORGANIZATION

1. A study is in progress concerning the quarter versus the semester organization of the college year, as applied to the room and course conditions at Eastern. Probably early in the next college year a request will be made to shift to the semester plan, unless the Board has objection to such year division.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. There is need for an additional \$800 to complete the roof replacement for the auditorium of the Main Building, due to the fact that the \$2,000 available will not cover the added cost made necessary by the tile rather than specified wooden foundation for the roof. The college has \$1,172.18 to its credit in Permanent Improvements, which will lapse June 30, 1941. This money is remnants of unexpended balances of money

appropriated for Permanent Improvements during the 60th biennium (1937-39), and left in this fund because vouchers were charged against 59th biennium funds for bills originating from requisitions chargeable against 60th biennium funds. All 60th biennium funds have been covered by requisitions, and all such contracts liquidated. However, this \$1,172.18 balance still remains. Effort has been made to secure the release of this \$1,172.18 balance, but the Department of Finance insists that these sums (totallying \$1,172.18) are not balances of unliquidated requisitions, yet agree that this balance exists. Mr. File, and Mr. Berryman of the Department of Finance, are familiar with the details. If the Board will support the request for this \$1,172.18, the added cost of the roof repair can be met.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

1. Mr. Harold Lee Hayes, junior, won third place in the Mid-west Oratorical contest recently held in Evanston, competing with State winners from ten additional states.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Action of the Normal School Board is requested on the following items:

1. Employment of Roberta Poos at part-time salary for the summer term, as stated.
2. Discharge of Samuel Merker and employment of Earl Cutler, as stated.
3. Employment of Raymond S. Rennels from April 23 to May 9, 1941, as stated.
4. Employment of Wilbert Miller as of April 28, 1941, as stated.
5. Permission to shift from quarter to semester plan of the school year, if present study of conditions proves such a change desirable.
6. Authorization of use of \$1,172.18 of unexpended balance in Permanent Improvements account, for added cost of auditorium roof and other needed repairs. Special motion given also to substantiate.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

MINUTES OF MEETING OF NORMAL SCHOOL BOARD

July 9, 1941

The Normal School Board met on July 9, 1941, at 10:00 A. M. at the Hotel LaSalle, Chicago, Illinois. The meeting was called to order by Director Frank G. Thompson, Chairman of the Board. The roll was called with the following members present:

Mr. Guin
Mr. Dill
Mr. Alschuler
Miss McIntire
Mrs. Pegelow
Mr. McMorris
Mr. Frank Thompson, Chairman

Members absent were:

Mr. Beich
Dr. Bradley
Mr. Sturgis
Mr. Wieland

Also present at the meeting were:

President R. W. Fairchild
Illinois State Normal University

President W. P. Morgan
Western Illinois State Teachers College

President K. L. Adams
Northern Illinois State Teachers College

President R. G. Buzzard
Eastern Illinois State Teachers College

President Roscoe Pulliam
Southern Illinois State Normal University

Lucien A. File, Co-ordinator

Minutes of the previous meeting were read and Mr. Alschuler moved that correction be made in the fifth paragraph of the minutes changing Senate Bill 701 to read House Bill 701. Mrs. Pegelow seconded the motion. Motion carried. Minutes approved as corrected.

Dr. Morgan reported for Western Illinois State Teachers College. It was suggested that the approval of this report be held up on account of adjustments and increases of salaries in general. Mr. Alschuler moved that Western's report be approved with the exception of Item E. Mr. Dill seconded the motion. Motion carried.

President Pulliam reported for Southern Illinois State Normal University. Miss McIntire moved that the report be accepted as read. Mr. Dill seconded the motion. Motion carried unanimously.

President Buzzard reported for Eastern Illinois State Teachers College. Discussion followed with reference to the request for a home management house and equipment. This request is for \$35,000 from the Permanent Improvement Funds. Dr. Buzzard stated that it will take almost two years to get plans, construction, etc., under way. He pointed out that the money was available. Miss McIntire made the suggestion that an old home be purchased for this purpose, but Dr. Buzzard reported that there were no suitable places available. Mr. Alschuler moved that the report be accepted as read. Mr. Dill seconded the motion. Motion carried unanimously, and the Chairman instructed to request the release of \$35,000 for the purpose stated.

Dr. Fairchild reported for Illinois State Normal University. A request was made for a plan for landscaping grounds. This matter has been discussed and checked with the Architect's Office. The Division of Architecture and Engineering advised that it is difficult and almost impossible to set forth specifications which would be close enough to bid on. Mr. Hill, a landscaper and nurseryman who has done similar work at Southern, Western and Northern, was suggested as the best fitted person for this work. He has offered his services for the sum of \$1,200.00 for this particular job. His traveling expense for necessary visitation to the school to set up plans was not included in the \$1,200.00 service fee.

Mr. Dill moved that Mr. Hill be employed for the landscaping job at Normal at a cost of \$1,200.00, but that his travel expense not be allowed in addition to this amount, and that the \$1,200.00 be in full payment for this work. Mrs. Pegelow seconded the motion. Motion carried.

Mr. Alschuler moved that an amendment be made to President Fairchild's report to the effect that Miss Flora P. Dodge be added to the payroll for the coming year at the rate of \$720.00 a year, emeritus recognition of her years of service. This is to be an individual case and not to set a precedent. Mr. Dill seconded the motion. Motion carried.

Mr. Alschuler moved that the report be adopted as read with amendments, and Mr. Dill seconded the motion. Motion unanimously carried.

The meeting was adjourned for lunch and was resumed at 1:30 P. M.

Dr. Adams gave his report for Northern Illinois State Teachers College. Dr. Adams stated that the new science building is progressing nicely, and the college is proud and enthusiastic over the prospects of the new building.

Mr. Alschuler moved that Items 3 and 4 be stricken from the report. Motion did not carry.

Mr. Dill moved that the report be accepted and approved. Mrs. Pegelow seconded the motion. Motion carried as read.

A letter of protest from Mr. F. W. Phillips, Director of the Teachers Training Department of Northern Illinois State Teachers College, was received by each member of the Normal School Board relative to the dismissal of himself and two other members of the teaching staff. Mr. Phillips requested that this matter be taken up at an open hearing.

It was suggested that the Board make a thorough investigation of the school; that a qualified board of disinterested persons familiar with school practices make the investigation. It was also suggested that this matter be left status quo until a full report of the school is received.

Miss McIntire stated that Mr. Phillips will not cooperate with Mr. Adams under any circumstances.

Mr. Dill moved that the Chairman of the Board notify these individuals that this matter of a hearing has been considered by the Advisory Committee and acted on by the Board. Mr. Dill stated that there is a rule of many years' standing that matters such as this should not come before the Board, and this rule be followed in this case; that the complaints of these individuals may be taken up before the Advisory Committee of the Northern Illinois State Teachers College. Mr. Guin seconded the motion. A vote was taken as follows:

Mr. McMorris—No	Mr. Guin—Yes
Mrs. Pegelow—Yes	Mr. Alschuler—No
Mr. Dill—Yes	Miss McIntire—Yes

Motion carried.

Mr. Guin stated that he believed the entire situation was brought on by disloyalty of faculty members. He suggested that Mr. Adams be President for one year and that he have full co-operation of the Board.

It was suggested that these people be advised that they can confer with the Advisory Committee at Northern, not at a public hearing, but at a meeting to thrash out the entire matter.

Miss McIntire moved that the salary of the Presidents of the five teachers colleges be advanced from \$6,750 to \$7,500 and that the faculties be employed as listed in the Presidents' reports. Mr. Guin seconded the motion. Motion carried.

Dr. Morgan's salary increase is to be included in his report.

Dr. Morgan discussed graduation work. Material on this matter is to be put into the hands of a Committee to study graduate work. It was suggested that a mixed committee of educators be appointed to accumulate data; one representative from each of the five teachers colleges, and three from the University of Illinois. Members of the Committee to be appointed by the five Presidents of the teachers colleges and by the President of the University of Illinois.

It was suggested that a sub-committee of the Normal School Board be appointed to inquire into the matter of post-graduate work. Mr. Dill suggested that the Presidents make recommendations to the Board.

Mr. Dill moved that the Chairman of the Board appoint a Committee. Mr. Guin seconded the motion that a committee be appointed to confer with the Presidents and appoint a sub-committee. Motion carried. Chairman Thompson appointed Mr. Guin, Chairman; Mr. Alschuler and Miss McIntire.

Mr. File, Co-ordinator for the Normal Schools, made his report. He stated that at the close of the biennium the F-4's coincided with the Auditor's Report. The books balanced and are all set to go into the next biennium. The Schools are to be advised within a few days regarding vouchers that are being held.

Mr. File next reported on Postage and Printing for the new biennium. Mr. Dill moved that the postage allowance be scaled down in percentage according to the requests of the schools. Mrs. Pegelow seconded the motion. Motion carried.

Postage requests for the five teachers colleges are as follows:

Normal	\$6,000.00
Western	3,700.00
Eastern	3,000.00
Southern	5,000.00
Northern	4,000.00

Postage allotments on this basis are as follows:

Normal	\$5,170.55
Western	3,188.35
Eastern	2,584.34
Southern	4,308.48
Northern	3,448.28

Mr. Guin moved that the \$360.00 remaining unallocated be held by the General Office to be allotted as needed. Mr. Dill seconded the motion. Motion unanimously carried.

Mr. File reported on the Auditor's letter of June 17, 1941, in which the Auditor advised he would co-operate on audits of the five Normal Schools.

Mr. Pulliam suggested raising tuition from \$5.00 to \$7.50. This would afford an opportunity for additional revenue.

Mrs. Pegelow suggested that fresh vegetables, eggs and poultry be purchased in the locality of the schools instead of being shipped from Springfield. This would cut down the expense of operation. This matter is to be taken up with the Purchasing Agent.

Dr. Buzzard invited the Board to hold its next meeting at Eastern Illinois State Teachers College, Charleston.

The next meeting of the Board will be held at Eastern Illinois State Teachers College on Monday, October 13, at 10.00 A. M.

Meeting adjourned.

JOHN A. WIELAND, *Secretary.*

REPORT OF THE WESTERN ILLINOIS STATE TEACHERS COLLEGE, MACOMB July 9, 1941

I. STUDENTS

1. Attendance, Spring Quarter, 1941

a. College	Men and Boys	Women and Girls	Total	Total One Year Ago
Postgraduates	6	4	10	14
Seniors	57	67	124	132
Juniors	66	68	134	143
Sophomores	117	198	315	299
Freshmen	126	223	349	405
Total	372	560	932	993
b. High School	119	122	241	246
c. Elementary School	210	201	411	400
Grand Total	701	883	1,584	1,639

2. Attendance, Mid-Spring Term, 1941

a. College				
Postgraduates	1	2	3	4
Seniors	7	12	19	29
Juniors	8	52	60	67
Sophomores	8	23	31	32
Freshmen	0	24	24	10
Grand Total	24	113	137	142

It is observed by examining the above report for the Spring Quarter that the attendance in the college proper was approximately 60 less than one year ago. This was due in a large measure to the fact that about 40 men were lost in the enrollment because the National Guard unit in Macomb left for camp at the very beginning of the Spring Quarter, and furthermore due to the fact that a number of students who were uncertain about when they would be called by Selective Service decided to volunteer. It is also true that representatives of the Army and Navy were setting forth to the student body the better opportunities which these branches of the National Defense offered for those who enlisted which probably would not be available for those who waited for their call.

3. Cost of operating the college for the year beginning July 1, 1939, and ending June 30, 1940, not counting permanent improvements nor interest on investment:

a. Spent from State Funds.....	\$352,178.00
Spent from Income Fund.....	31,419.65
Total	\$383,597.65
b. Attendance for year (Equivalent of 36 weeks).....	1,279.98
c. Per capita cost:	
To State	\$352,178.00 ÷ 1,280 = \$275.14
To Income Fund....	31,419.65 ÷ 1,280 = 24.55
Total	\$383,597.65 ÷ 1,280 = \$299.69

PROCEEDINGS

4. Cost of operating the college for the year beginning July 1, 1940, and ending June 30, 1941, not counting permanent improvements nor interest on investment:

a. Spent from State Funds.....	\$360,309.94
Spent from Income Fund.....	45,125.57

Total	\$405,435.51
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- b. Attendance for year, on 36 weeks basis:

	Enrollment	Equivalent 36 weeks
First Summer Term, 1940...	911 ÷ 6 =	152
Second Summer Term, 1940.	324 ÷ 6 =	54
Fall Quarter, 1940.....	1,074 ÷ 3 =	358
Winter Quarter, 1940-41....	1,024 ÷ 3 =	341
Spring Quarter, 1941.....	932 ÷ 3 =	311
Mid-Spring Term, 1941.....	137 ÷ 6 =	23
Extension, 1940-41		
(No. subjects)	690 ÷ 12 =	57
		<u>1,296</u>

- c. Per capita cost:

To State	\$360,309.94 ÷ 1,296 =	\$278.02
To Income Fund.....	45,125.57 ÷ 1,296 =	34.82

Total	\$405,435.51 ÷ 1,296 =	\$312.84
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Two things are evident from the above tables. First, the attendance for the year ending July 1, 1941, is slightly above that of the preceding year. In the second place, however, the per capita cost is likewise a little greater than that for the preceding year. This is due to the fact that there is a lag in the expenditure of funds during the first year of each biennium, until a little additional funds are accumulated for the second in case any emergency should arise, or in case it is found that there is sufficient money to do some things that were desired but were not undertaken the first year in an effort to play safe.

5. Graduates, June 5, 1941.

DEGREE GRADUATES

Atwood, Eldon	Erwin, Robert Charles
Beerup, Kathryn Louise	Evans, Lols M.
*Blank, Berniece M.	Fosdyck, Gwendolynn Maurine
Bobbitt, John Karl	Foster, Anna Frike
Bolton, Gladys Anita	Gibb, Elizabeth Glenadine
Burgland, Kathryn Belle	*Gillenwater, Virgil W.
Burnham, Merle Engels	Griffin, Josephine A.
Cooper, Mary Rue	Hamman, Eugene
Davis, Barbara Ann	Harn, Jack Theodore
Davis, Norman Garland	Heldreth, Harold Edward
DeCamp, Doris	Hickerson, Edna Mae
Defibaugh, Mark Arthur, Jr.	Hulson, Betty Lou
Detrick, Charles Ariel	Jackson, Virginia Lee
Eager, Everett R. D.	Janssen, Bernice Irene
Eggeson, Betty Jane	Jester, Quentin
Ericson, Louise Ann	Kepple, Mary Kathryn Evelyn

TEACHERS COLLEGE BOARD

Ketner, Charles Albert
 Knox, Dorothy V.
 *Knox, Loy J.
 Legg, Lewis L.
 Lockhart, Charles C.
 Maxwell, Raymond Roger
 McCartney, Velma I.
 McGaan, Erma Ione
 McGaan, Ethel Irene
 McGinnis, Donald
 McNutt, Robert G.
 Morris, Spencer H.
 Morrison, Rosemary
 Murray, Kathryn
 Noel, John Orpheus
 Olson, Hazel Carolyn
 Page, Warren T.
 Payne, Dean R.
 Pearson, Ruth Pauline
 Peterson, Pauline Ethel
 Porter, Julia L.
 Reedy, Robert R.
 Reiley, Rosemary
 Robison, Kathryn Louise
 Rosentreter, Bernard Edward
 Runkle, Eleanor Louise
 Runkle, Genevieve Ione

Sallee, Lynn Frymire
 Samter, Mary Shorey
 Schlagenhauf, Anne M.
 Schroeder, Marvin J.
 Scott, Francis Westley
 Shriver, Helen Maurine
 Shriver, Lois K.
 Shriver, William L.
 Simmons, Geraldine
 Simpson, Sterling Wyne
 *Sloan, Jane
 *Strong, Martha Annice
 *Suggs, Ralph G.
 Sullivan, Barbara Jeanette
 Sutton, Harriet B.
 Swartzbaugh, Donald Crusen
 Tomie, Louise
 Vail, Willard Thomas
 Van Steinburgh, Evelyn Maxine
 Vroman, Helen L.
 Walters, Hazel Nadean
 *Warrington, Willard Glade
 Watson, Elizabeth Ann
 Wilkins, Elizabeth Mae
 Willard, Russell Glenn
 Young, Christine M.
 Zuck, Berwyn Ghlee

TWO YEAR GRADUATES

Anderson, Arline Martha
 Anderson, Muriel Kathryn
 Barton, Melva Lee
 Bennett, Eleanor Bernadine
 Bennett, Mary June
 Blaisdell, Evva
 Bonynge, Violet
 Bossarte, Marie
 Boyer, Florence June
 Cain, Lois Pearl
 Calder, Betty Jane
 Calder, Edith
 Cass, Betty Ann
 Cloyd, Etta Ruth
 Cole, Bernita Frances
 Cramm, Esther Marie
 Crum, Leroy
 Davis, Mildred Maxine
 Davis, Nancy Louise
 Dobbin, Delores
 Edman, Grace Esther
 *Frischknecht, Esther
 Graham, Dorothy Ruth
 Hall, Mabel Eloise
 Hardy, W. Harold
 Haynes, Laura Maxine
 Kirkpatrick, Mary Jane

LeQuatte, Mabel
 Logan, Virginia
 McCall, Julia Emma
 McCarty, Thelma Evelyn
 McDonald, Margaret Estella
 Miller, Helen L.
 Nelson, Harriet Marie
 Oberlies, Julia Elizabeth
 Pendarvis, Madelyn L.
 Pendry, Margaret E.
 Perkins, Evelyn Jean
 Pestle, Kathryn
 Pine, Florence Louise
 Reed, Elizabeth Frances
 Reed, Ruth Patricia
 Rood, Kathryn Naomi
 Sneider, Ruth
 Smith, Virginia Josephine
 Stivers, Loretta
 Thompson, Jane Arline
 Walters, Ginevra
 Webber, Margery Ann
 Wetzel, Genola
 Williams, Dorothy E.
 Williams, Marjorie Ruth
 Wood, Lois

• Honor Student

II. THE FACULTY

1. Resignations and Leaves:

- a. Miss Kathleen Brophy, of the Department of Physical Education for Women, is asking for a leave of absence next year, to do graduate work towards her Doctor's degree at the University of Wisconsin.
- b. Dr. M. N. Thisted, who has had a leave of absence during the past year, has returned to the college, and is now ready to assume his regular duties. His name will be included in the faculty schedule when it is presented.

2. New Appointments Recommended:

- a. Candidates for Miss Brophy's position are now being considered, and a recommendation will be made later.

- b. It was necessary during the First Summer Term, due to the fact that so many students enrolled in safety education, to secure the services of an additional teacher for the Industrial Arts Department. Mr. Glen Medus, a graduate of Western, who holds his Master's degree from the University of Iowa, was secured at a salary of \$300.00 for the term.
- c. It has also been found necessary to employ an additional faculty member to assist in the Printing Department for two weeks. Mr. Lawrence Wisecup, a graduate of Western, who holds his A.M. degree from Columbia University, has been secured at \$90.00 for the two weeks.
3. Careful consideration is being given to the salary schedule for the coming year, and recommendations will be filed with the Board at the time of the meeting.

III. OTHER COLLEGE EMPLOYEES

1. Mr. Ray Gallaher, who has been a janitor at the college for ten or fifteen years, has been in ill health for a number of years, and has been granted two or three leaves in the past for periods of six months. He is a World War veteran, and his health condition is probably due to service. He has asked for a leave of absence for one year, beginning June 30, 1941, and ending July 1, 1942.
2. A Civil Service requisition has been filed with the Department, asking for the certification of someone to take Mr. Gallaher's place for the year. The salary will be \$100.00 per month.
3. Beginning about September 1, a janitress will be needed, in order that more careful attention can be given throughout the day to the washrooms for ladies in the various buildings.

IV. THE ORGANIZATION

1. During the past year the regular departments of the college have pursued their work according to their regular procedures, and no definite changes are recommended.
2. During the past year the extension enrollment was a little larger than during the previous year, and the demand is constantly for work of a more advanced type. This is a matter which I should like to discuss with the Board informally.

V. THE CURRICULUM

1. If the new Certificating Bill is signed by the Governor, and it probably will have been by the date of this meeting, certain changes, especially in the elementary program, will be necessary. The faculty has been considering this possibility, and the Curriculum Committee has been at work. The result of their efforts will be reported at a later meeting.

VI. BUILDINGS AND GROUNDS

1. It seems rather certain that the biennial appropriations, as provided in Senate Bill 634, will be approved by the Governor. This bill, as I am sure you are aware, provides for \$60,000.00 for a super-structure for the swimming pool at Western. Plans for this project were drawn several years ago, but it now seems wise to revise them somewhat, and the matter will be taken up at the earliest convenient opportunity.
2. The usual repairs attempted during a summer vacation are being arranged. These are not extensive, but come in the course of the ordinary work at the institution. Some painting, reconditioning of floors, and other general repairs are in the process of being started.
3. The W.P.A. project, which involved about \$20,000.00, providing for some landscaping, two small brick buildings to be constructed from the paving brick which are already the property of the college, some cement tennis courts, and repairs to walks and steps, have been arranged, and the work was planned to start on June 10. However, a recent reduction in W.P.A. quotas has made it necessary to delay this program, and while it is now planned to start within thirty days, the probabilities are that it will again be delayed.
4. One of our largest secondary improvements during the past year was the insulating of the ceiling of the gymnasium, installing ventilators, and the purchase of 1,000 chairs, in an effort to prepare some satisfactory place where large gatherings might be held, since our auditorium seats only about 900 persons. This work was completed, and the college commencement was held in the gymnasium on June 5. It more than met the expectations of those who had planned this improvement, and evidently is a fine contribution to the arrangement of the college program.

VII. AUXILIARY ENTERPRISES

1. Report of the Cafeteria for the year ending June 30, 1941:

RECEIPTS		
Cash balance on hand July 1, 1940.....		\$ 476.14
Cash receipts remitted for year.....	\$5,127.61	
Collected prior to July 1, 1940.....	99.88	5,027.73
Transfers for luncheons.....		214.50
		<u>\$5,718.37</u>
EXPENDITURES		
Groceries meats, fruits and vegetables.....	\$3,693.81	
Bread and bakery goods.....	96.57	
Milk, cream, butter and ice cream.....	1,286.71	
Household supplies	46.14	
Service	1,296.00	\$6,419.23
Cash Deficit June 30, 1941.....		<u>\$ 700.86</u>

PROCEEDINGS

SUMMARY

Cash balance at beginning of year.....	\$ 476.14
Inventory of goods at beginning of year.....	700.34
	<u>\$1,176.48</u>
Bills outstanding	631.09
Unencumbered balance	545.39
Cash deficit at the close of the year.....	700.86
Inventory of goods at close of year.....	821.27
	<u>120.41</u>
Bills outstanding	00.00
Unencumbered balance	\$ 120.41
Loss for the year, \$545.39 — \$120.41 = \$424.98	

This apparent loss is due to the fact that at the beginning of the year there were \$631.09 in unpaid bills. During the year, these have been paid, and at present there are no outstanding bills. Hence there is an actual gain for the year of \$631.09—\$424.98, or \$206.11.

- Report of Monroe Hall, the Women's Dormitory, for the year ending June 30, 1941.

RECEIPTS

Cash balance July 1, 1940.....	\$14,115.30
Receipts remitted from July 1, 1940, to June 30, 1941.....	26,825.90
Receipts collected June 30, 1941, not remitted.....	138.00
Transfer for luncheon.....	9.00
	<u>\$41,088.20</u>

EXPENDITURES

Groceries, meats, fruits and vegetables.....	\$9,211.63
Bread and bakery goods.....	511.43
Milk, cream, butter and ice cream.....	3,110.64
Office supplies and telephone.....	114.00
Household supplies	1,306.52
Repairs and equipment	592.83
Refunds	40.00
Gas and ice	234.16
Service	9,564.95
Transfer for heat, water and light.....	4,000.00
Transfer for wiring contract.....	4,630.00
	<u>33,316.16</u>
Balance on hand June 30, 1941.....	\$ 7,772.04

SUMMARY

Cash balance at beginning of year.....	\$14,115.30
Inventory of goods at beginning of year.....	1,383.11
	<u>15,498.41</u>
Bills outstanding	1,011.69
Unencumbered balance	\$14,486.72
Cash balance at close of year.....	7,772.04
Inventory of goods at close of year.....	1,619.80
	<u>\$9,391.84</u>
Bills outstanding	00.00
Unencumbered balance	\$ 9,391.84
\$14,486.72 — \$4,630.00, transfer for wiring = \$9,856.72	
Loss for year, \$9,856.72 — \$9,391.84 = \$464.88	

This apparent loss is due to the fact that at the beginning of the year there were \$1,011.68 in unpaid bills. During the year, these have been paid, and at present there are no outstanding bills. Hence there is an actual gain for the year of \$1,011.69—\$464.88, or \$546.81.

TEACHERS COLLEGE BOARD

3. Report of Home Management House for the year ending June 30, 1941:

RECEIPTS

Board, 197 weeks at \$5.00.....	\$ 985.00
Room rent, 197 weeks at \$2.00.....	394.00
	\$1,379.00

EXPENDITURES

Groceries, meats, fruits, vegetables, bread, and bakery goods.....	\$752.78	
Milk, cream, butter and ice cream.....	123.73	
Fuel	342.47	
Gas	53.58	
Household supplies	32.30	
Power and light	113.36	
Repairs	52.77	
Telephone	33.10	
Water	22.13	\$1,526.22
Cash deficit, June 30, 1941.....		\$ 147.22

We are much pleased with this first year's operation of the Home Management House. We had expected it would be much more expensive, in addition to the initial investment in the property. The figures indicate a very reasonable laboratory expense for the training of twenty-one girls.

VIII. STUDENT LIFE

1. The general student life about the college has been considerably affected by the Selective Service and other uncertainties about the nation's relation to the war in the eastern hemisphere, especially during the last part of the college year. Deferment has been made, not only for faculty members, but likewise for students, until the end of the college year. The general understanding now seems to be that unless faculty members are called before the next college year opens in September, they will again be deferred for a period of six months, with the probability that that will be repeated at the end of the first six months, so that faculty members may be undisturbed during the next college year. No definite announcement has as yet been made with respect to college students, but the general impression seems to be that those who enter next fall will not be disturbed by Selective Service until the end of the college year.

IX. MISCELLANEOUS

1. The college has been attempting to join in the defense program wherever it seemed possible to assist. Civil Pilot Training Courses have been provided and the second group of students is now being trained in this program.
2. Other opportunities for students to enter into the national service have been given publication, but no student has been urged to quit his college work and enter such fields. It is the feeling of the administration that perhaps college preparation for our young men and women will be as adequate in national defense as any other form of service which is open.

3. The radio program which was approved by the Board last year, and which is conducted from the Little Theatre in our new Training School Building over W.T.A.D., a Quincy broadcasting station, cost \$8.75 for each individual broadcast, of which there were thirty; \$7.75 for installation of materials in Macomb at the beginning of the year; and a \$3.25 monthly line charge in connection with the broadcasts, or a total of \$332.00 for the year. The only additional expense was in the way of travel for members of the faculty and student groups who participated in an occasional broadcast over W.C.A.Z., Carthage; W.H.B.F., Rock Island; and W.M.B.D., Peoria. Approval for a similar program for the coming year is requested.
4. A report on the work of the Legislature, which affects the Teachers Colleges, is probably in order.
 - a. Senate Bills 405 and 406, which were intended to revise the Code so that the teacher training institutions and their administrative board might have names in keeping with the practices of the past twenty years, were passed, and will probably be signed by the Governor, since they present no controversial questions, and met no opposition in either branch of the Legislature. If they do get the approval of the Governor, the Board, which has for the past twenty-four years been known as the Normal School Board, will become the Teachers College Board.
 - b. House Bill 429, which originally made it incumbent upon all teachers colleges to offer 200 hours in safety education to all students enrolled in them, as a condition of graduation, was finally amended to provide for one course, of 48 fifty-minute periods or the equivalent thereof, and this course was made permissive rather than required.
 - c. Senate Bill 634, which provides appropriations for the Teachers Colleges for the biennium beginning July 1, 1941, was passed without change, as presented by the Department of Finance, except that amendments were made to the maximum individual rates for salaries, and a section was provided that nothing in the Act should be construed to limit the power of the Normal School Board or its successor in the appointment of faculty members or employees, and a specific provision is made that in case of emergency, so that it is to the best interest of a Teachers College or Normal University to keep or employ one whose salary will exceed the maximum specified in the Bill, this may be done, provided not more than three such persons are employed by any one of the institutions.
 - d. Senate Bill 626, which provided an emergency appropriation of \$200,000.00 from the Income Fund for the remainder of the biennium which closed June 30, 1941, passed, without opposition, and was approved by the Governor.

- e. Senate Bill 627, providing for the reappropriation of the unexpended balance in the Permanent Improvement Fund, likewise passed without any opposition, and was signed by the Governor.
- f. House Bill 701, known as the Retirement Bill, which affects staff members and employees in the five Teachers Colleges, as well as the University of Illinois and the various surveys of the State, passed both branches of the Legislature, and seems to have the approval of the administration, in that certain amendments were worked out with the cooperation of the Department of Finance. However, these amendments in no way affected the general policy of the bill, nor did they change its awards to those who will participate in its benefits. This is apparently the most forward looking program for retirement that has been attempted in the State of Illinois.
- g. Senate Bill 844, which was introduced by permission of the Board, for three buildings, one at Charleston, one at Carbondale, and one at Macomb, was dropped upon the advice of those in close touch with the administration, since the buildings were not provided in the budget.
- h. During the Legislative session, the two committees, one appointed by the House and the other by the Senate, to visit educational institutions, visited the five Teachers Colleges together, but made individual reports to the House and Senate. These reports are printed in the Journals of these bodies, and cover items of need by the institutions. However, they were, as usual, filed very late in the session (June 25, 1941) and therefore had little if any influence upon the attitude of the various members of the House and Senate on legislation for the institutions.
- i. House Bill 392, known as the New Certificating Bill, provides a four-year preparation for all teachers in all phases of the public schools. This has been the requirement for most teachers in high school in the past, but elementary teachers have been able to qualify with two years of college preparation. The new bill allows persons with two years of college training to take an examination if they choose. This is a long step towards the improvement of the teachers of the public schools for Illinois, and will do much to prevent teachers with inadequate training transferring from other states to Illinois because of the higher requirements in other states. This is a fine move in behalf of better teaching in Illinois.
- j. In general, this session of the General Assembly is looked upon as one favorable to higher education, as well as that of the public schools.

X. SUMMARY

1. The approval of the Board is requested on the following :
 - a. The graduating list for June 5, 1941.
 - b. A leave of absence for Miss Kathleen Brophy for the regular college year.
 - c. The appointment of Mr. Glen Medus, at \$300.00 for the Summer Term.
 - d. The appointment of Mr. Lawrence Wisecup, at \$90.00 for two weeks.
 - e. A leave of absence for Mr. Ray Gallaher for one year.
 - f. An immediate effort to provide for the super-structure for the swimming pool, at a cost not to exceed \$60,000.00.
 - g. The radio program, as presented above, at a cost not to exceed \$350.00.
 - h. The faculty list and schedule of salaries, as presented in the supplementary report.
 - i. The list of employees, and schedule of salaries, as presented in the supplementary report.

Respectfully submitted,

W. P. MORGAN, *President.*

REPORT OF THE SOUTHERN ILLINOIS NORMAL UNIVERSITY, CARBONDALE

To be presented at the meeting of the Normal School Board to be held in Chicago, Illinois, on Wednesday, July 9, 1941.

I. STUDENTS

1. Attendance, Spring Term, 1941

	Men	Women	Total	Total One Year Ago
a. College				
Seniors	139	108	247	236
Juniors	174	126	300	273
Sophomores	290	263	553	611
Freshmen	405	380	785	721
Extension	176	273	449	483
Total Students Carrying College Subjects.....			2,334	2,324
b. High School				
University High School			255	246
Carterville Community High School.....			251	220
Total			506	466
Total Students Above Eighth Grade.....			2,840	2,790
c. Elementary School				
Allyn Training School.....			133	132
Brush Training School			343	321
Rural Training Schools			201	215
Total			667	668
Grand Total			3,517	3,458

2. Scholarships and Assistantships:

I am happy to present below a list of scholarships and assistantships that members of this year's graduating class have received. We feel that we are increasingly fortunate in this respect. This is one of the best ways in which the scholarly reputation of an undergraduate college may be judged.

ASSISTANTSHIP

Chemistry Max Hill.....Ohio State University

FELLOWSHIPS

Elementary Education Eugenia Waring.....Ohio University
 Mathematics Marshall Stelzriede Northwestern University
 Music Geraldine Osterholtz Illinois Wesleyan U.
 Rural Sociology Wilbur Rice.....Washington State College

SCHOLARSHIPS

Government Francis Whitney.....State University of Iowa
 History James M. Smith.....University of Oklahoma

3. Graduates:

The following students have completed their work and I recommend that their graduation be approved:

BACHELOR OF EDUCATION DEGREE, JUNE 6, 1941

Students	Town	County
Aisi, Eugene Lee (Art-English).....	Murphysboro	Jackson
Aldridge, D. Merrill (Elementary Ed.-Soc., Eng.)....	Eldorado	Saline
Applebaum, Melvin (English-History).....	Belleville	St. Clair
Armistead, Joseph Delford (Zoology-History).....	East St. Louis	St. Clair
Baker, Wade Franklin (Sociology-Commerce).....	Carbondale	Jackson
Baker, William Robert (Ind. Ed.-Physiology).....	Eldorado	Saline
Barger, Loretta Cox (English-History).....	Carrier Mills	Saline
Barger, Loy (Mathematics-Geography, Social Science).....	Carrier Mills	Saline
Barrett, Troy (Commerce-History).....	Carbondale	Jackson
Bell, Dolores Marianne (English-French, Economics).....	Belleville	St. Clair
Bird, William Carl (Economics-English).....	Cairo	Alexander
Bjorklund, Ray (Economics-English).....	Rockford	Winnebago
Bonaudo, Anna (French-Music, Commerce).....	Zeigler	Franklin
Bozarth, Wilburn Anderson (Elementary Ed.-History).....	McLeansboro	Hamilton
Brewer, Cornelius Evans (Chemistry-English, Math.).....	Cairo	Alexander
Brown, Bill (Physical Ed.-History, Political Science).....	West Frankfort	Franklin
Brown, Wilma Grace (History-English, Geography).....	Broughton	Hamilton
Brush, Homer Charles (Chemistry-Mathematics).....	Jacob	Jackson
Bunting, Kate, Music-English).....	Albion	Edwards
Buxton, Forest Mills (Music-English).....	Murphysboro	Jackson
Bynum, Marian (Physical Ed.-Eng., Social Sci.).....	Harrisburg	Saline
Campbell, Mildred Nilet (Household Arts-English).....	Carbondale	Jackson
Casper, Josephine Frederick (Soc.-History, Com.).....	Chicago	Cook
Casper, Ruth Elizabeth (Commerce-Economics).....	Belknap	Johnson
Cochran, Ruth Amanda (Commerce-Economics).....	Carbondale	Jackson
Cole, Calvin Cleates (Ag.-Zoology).....	Eldorado	Saline
Collard, Virginia Whitacre (English-History).....	Carbondale	Jackson
Cox, Blanche (History-French, English).....	West Frankfort	Franklin
Cox, William Jackson (Sociology-Commerce).....	Carbondale	Jackson
Curtis, Allen Mathew (Sociology-English).....	East St. Louis	St. Clair
Daily, Evelyn (Music-English, French).....	DuQuoin	Perry
Dameron, Arthur (Elementary Ed.-Geo., Ind. Ed.).....	Belknap	Massac
Davenport, Maurice W. (Physical Ed.-Geog., History).....	Carlyle	Clinton
Davis, Lee (History-Geography, English).....	Omaha	Gallatin
Davis, Millege M. (History-English).....	Shawneetown	Gallatin
Davis, Samuel Walter (Political Sci.-English).....	Chicago	Cook
Deaton, Joseph Carroll (Economics-English).....	Stonewall	Williamson
DeJarnett, Omer Wayne (Chemistry-Mathematics).....	Metropolis	Massac
Deming, Monroe (Commerce-History).....	Carbondale	Jackson
Dial, Helen Marie (History-English).....	Benton	Franklin
Dillow, Mary Irene (Music-English).....	Jonesboro	Union
Dillow, William Eugene (Industrial Ed.-P. Ed.).....	Cobden	Union
Doty, Dorothy Ann (History-Geography, English).....	Ewing	Franklin
Downen, Alma, (Elementary Ed.-Art, Geography).....	Ridgway	Gallatin
Dunn, Adelaide S. (Latin-History, English).....	Pinckneyville	Perry
Eason, Leo A. (Economics-Geography).....	Belleville	St. Clair
Eubanks, Neal (Sociology-English, History).....	Mulkeytown	Franklin
Fellinger, Pauline (Elementary Ed.-Music, Com.).....	Mt. Vernon	Jefferson
Franks, Arthur (Mathematics-Physics, English field).....	Harrisburg	Saline

PROCEEDINGS

Students	Town	County
Fulton, James B. (Botany-Zoology, Geography).....	Sparta	Randolph
Furlow, Elmer (Mathematics-Geography, Chemistry).....	Herrin	Williamson
Garrison, Margaret (English-Commerce).....	Johnston City	Williamson
Gaston, Glenn M. (English-Commerce).....	Salem	Marion
Gebauer, Anna Mae (Commerce-English).....	Troy	Madison
Gersenslager, Estelle (English-History).....	Murphysboro	Jackson
Goddard, Glen Joseph (History-Geography, Pol. Sci.).....	Marion	Williamson
Goddard, Laura Lee (Botany-Chemistry).....	Mt. Vernon	Jefferson
Gray, Robert (Physical Education-Political Science).....	Collinsville	Madison
Groves, William Holland (Physical Ed.-English).....	Carbondale	Jackson
Gum, Betty Ellen (English-Commerce).....	Salem	Marion
Hamilton, Hope (Elementary Ed.-Music, English).....	St. Louis	St. Louis
Harbison, Fern Gruber (Elem. Ed.-Com., English).....	Harrisburg	Saline
Hargis, Lois Elizabeth (History-English, Geography).....	Sparta	Randolph
Henry, Guy A., Jr. (Music-History, English).....	Anna	Union
Hill, Max Welborn (Chemistry-Mathematics).....	Carbondale	Jackson
Howell, Mabel Penry (Commerce-History).....	Anna	Union
Hunsaker, Jean Sutliff (Sociology-Commerce).....	Vienna	Johnson
James, Kathleen (English-Household Arts).....	Hurst	Williamson
Jennings, Warren (Commerce-Political Science).....	Carbondale	Jackson
Johns, Mary Ellen (History-Mathematics).....	Broughton	Hamilton
Kaul, Marifrances (English-History, Art).....	Tamaroa	Perry
Keim, William Junior (Industrial Ed.-Physics).....	Mendon	Adams
Kell, Virginia (Household Arts-English).....	Salem	Marion
Keough, Max E. (English-Chemistry).....	Murphysboro	Jackson
Lawrence, Ewing Charles (Geography-History).....	Glendale	Pope
Lee, Fern Opal (Elementary Ed.-History, Geog.).....	Enfield	White
Lewis, Marcella (Sociology-History, English).....	Johnston City	Williamson
Lewis, Thelma M. (Elementary Ed.-English, Geog.).....	Granite City	Madison
Major, Steven Francis (Physical Ed.-History, Eng.).....	E. St. Louis	St. Clair
Mannie, Henry Clyde (Economics-English).....	Belleville	St. Clair
Marberry, Harry C., Jr. (Pol. Sci.-History, Econ.).....	Carbondale	Jackson
May, John P. (English-Geography).....	Marion	Williamson
Maynard, Sarah Ellen (English-French).....	Pinckneyville	Perry
McCambridge, Esther (Kind. Pr.-Art, English).....	Chicago	Cook
McIntire, Carl G. (Economics-Speech, History).....	Grand Chain	Pulaski
McReynolds, Eugene S. (Math.-Eng., Soc. Sci.).....	Dahlgren	Hamilton
Miller, Georgia (History-Art).....	Centralia	Washington
Moore, Altha Lee (Sociology-English).....	East St. Louis	St. Clair
Morgan, Charles Edward (History-Geography).....	Herrin	Williamson
Mosley, Claudia Mae (Sociology-English).....	East St. Louis	St. Clair
Niedringhaus, Dorothy (Zoology-English).....	Granite City	Madison
Norton, Lenell (Elementary Ed.-English, History).....	Danville	Vermillion
Oglesby, Verna L. McKinney (Math.-History, Eng.).....	Harrisburg	Saline
Oliver, George (Commerce-Agriculture).....	Makanda	Jackson
Osterholtz, Geraldine (Music-English).....	Centralia	Marion
Patterson, Florence Claire (Soc.-Physical Education).....	Carbondale	Jackson
Paul, Melvin J. (English-History, Physical Ed.).....	Collinsville	Madison
Petersen, Goodwin G. (Industrial Ed.-Physics, Math.).....	Carbondale	Jackson
Price, James Edward (Sociology-History, English).....	Carbondale	Jackson
Purdy, Elmo (Geography-Botany, History).....	Rinard	Wayne
Payna, Joseph F. (Political Science-English).....	Eldorado	Saline
Roberts, Charles (Elementary Ed.-Phys. Ed., History).....	Murphysboro	Jackson
Roberts, Samuel Walter (Industrial Ed.-Math., Soc.).....	Carbondale	Jackson
Rogers, Charles E. History-English).....	DuQuoin	Perry
Rogers, Glenn Eliza (Commerce-Economics).....	Greenview	Menard
Rude, Roy Edward (Zoology-Chemistry, Soc. Sci.).....	Harrisburg	Saline
Schmidt Borger, Vera Beth (Commerce-English).....	Farina	Fayette
Schuster, Dorothy Eve (English-History).....	Granite City	Madison
Sharknas, Alby (Zoology-Physiology, Chemistry).....	West Frankfort	Franklin
Simpson, Claude H. (History-Geog., Agriculture).....	Zeigler	Franklin
Smith, James Morton (History-Mathematics).....	West Frankfort	Franklin
Smith, Lois Lee (History-English).....	Carbondale	Jackson
Smith, Robert A. (History-Mathematics, Soc. Sci.).....	Benton	Franklin
Stelzriede, Marshall E. (Mathematics-Physics).....	Orient	Franklin
Storme, Albert Clifton (Economics-Phys. Education).....	Marion	Williamson
Tapley, Noah F. (Elementary Ed.-Econ., Geography).....	Mound City	Pulaski
Thompson, James E. (Soc.-History, Eng. field).....	St. Louis	St. Louis
Tippy, Paul H. (Hist.-Eng., Econ., Pol. Science).....	Carbondale	Jackson
Towns, Arthur Leo (History-Agriculture).....	Cisne	Wayne
Turner, Daisy Reva (English-History).....	Harrisburg	Saline
Tuthill, Harry E. (History-Pol. Sci., English).....	Vergennes	Jackson
Vick, June K. (History-English, Pol. Science).....	Herrin	Williamson
Washington, Arthur L., Jr. (Phys. Ed.-History).....	St. Louis	St. Louis
Whisler, Irma (Elementary Ed.-English, Music).....	Ava	Jackson
White, Elrenia K. (History-English, Music).....	St. Louis	St. Louis
Whitney, Francis Allison (Political Science-History).....	Grayville	White
Wiedeman, Alice (Elem. Ed.-Eng., Geog., Soc. Sci.).....	Metropolis	Massac
Williams, Clara (Kind. Pr.-Geog., Social Science).....	Carbondale	Jackson
Williamson, Howard (Chemistry-Mathematics).....	Campbell Hill	Jackson
Yund, Earl A. (Geography-History).....	Altamont	Effingham

II. AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

1. Mr. Earl Cazel, who has been teaching vocational agriculture in the University High School for the last year, resigned his position effective June 6, 1941. Mr. Cazel is now teaching in the Southeast Missouri State Teachers College at Cape Girardeau, Missouri.
2. I am sorry to report officially the death of Mrs. Mary Martin Combs, a member of the English Department. Mrs. Combs was associated with this department from 1923-1926, when she resigned her position to marry Mr. Fuller Combs, a member of the Foreign Language Department. In 1938, following Mr. Combs' death, she resumed her former position for one year. For the past two years she has done graduate work in English at Indiana University. In Mrs. Combs, the college loses a successful teacher and a woman of fine character.

3. New staff members for the regular school year, 1941-42:

- (a) It is recommended that Miss Winifred Burns, who has filled the vacancy in the English Department created by the leaves of absence granted Mrs. Combs for the last two years, be employed at a salary of \$2,025 for the thirty-six weeks.
- (b) For the position in the Music Department left vacant by the leave of absence granted Mr. Margrave, I am submitting the name of Mr. Allan H. Bone. Mr. Bone received the Bachelor of Arts degree from the University of Wisconsin in 1939 and the Master of Music degree from the Eastman School of Music in June, 1941. During the year 1939-1940, Mr. Bone taught instrumental music in the public schools of Madison, Wisconsin. During the summer of 1940 he was Head Coach of the Clarinet Section of the University of Wisconsin Clinic.

It is recommended that Mr. Bone be employed in the Music Department at a salary of \$1,935 for the thirty-six weeks.

- (c) For the vacancy in the Rural Education Department, created by the leave of absence granted Miss Eugenia Waring, I am submitting the name of Mr. Eric A. Hirst. Mr. Hirst holds the Bachelor of Science degree from New College, Teachers College, Columbia University, and the Master of Arts degree in rural education from Teachers College, Columbia University. He has completed two quarters of work toward the Ph.D. degree at George Peabody College for Teachers. For the past two years he has taught in Arkansas.

It is recommended that Mr. Hirst be employed in the Rural Education Department at a salary of \$1,200 for thirty-two weeks.

- (d) For the vacancy in the University High School created by the leave of absence granted Mr. Cagle, I am submitting the name of Miss Audrey Hill. Miss Hill was born in Williamson County, Illinois, and was granted the Bachelor of Education degree from the Southern Illinois Normal University in 1936 and the Master of Science degree in biology from the University of Michigan in 1939. Miss Hill has had five years of experience teaching biology and general science in the Chester High School, Chester, Illinois.

It is recommended that Miss Hill be employed to teach biology and general science in the University High School at a salary of \$1,620 for the thirty-six weeks.

- (e) For the position in the Physical Education Department created by the leave of absence granted to Miss Dorothy Davies, I am submitting the name of Miss Jane McNamara. Miss McNamara was granted the Bachelor of Science degree from the University of Pittsburgh in 1934 and the Master of Arts degree from Columbia University in 1940. She began her work for the Doctor of Philosophy degree at New York University in 1940. Miss McNamara taught health and physical education in the Pittsburgh Public Schools from 1934 to 1937 and from 1937 to 1939 she taught in the College of Physical Education at Washington University. During the year 1939-1940 she was a part-time instructor in physical education at the Bronxville Junior High School.

It is recommended that Miss McNamara be employed in the Department of Physical Education for Women at a salary of \$2,025 for the thirty-six weeks.

- (f) I should like to be given permission by the Board to employ Miss Dorothy Kellar as home economics methods instructor attached to the staff of the College, working one-eighth time on the campus and seven-eighths of the time in the Home Economics Departments of high schools in the region which the College serves. Through an agreement with the Board for Vocational Education we are to place Miss Kellar on our payroll at a salary of \$2,400 for the fifty-two weeks, with the understanding that at the close of the year the Board for Vocational Education will reimburse us to the amount of seven-eighths of her salary or \$2,100.

Miss Kellar received the Bachelor of Arts degree from Maryville College in Maryville, Tennessee, in 1931 and the Master of Arts degree from Colorado State College at Fort Collins, Colorado, in 1940, majoring in Home Economics and Home Economics Education. In addition to this work Miss Kellar has attended the University of Iowa, where she took courses in her major field.

From 1931 to 1933 Miss Kellar taught in Norman, Tennessee. Since 1933 she has been employed as home economics teacher in the Springfield schools, teaching Home Economics in the elementary schools and later in the Lanphier High School.

It is recommended that Miss Kellar be employed as teacher-trainer in home economics for the Southern area of Illinois and instructor in the Home Economics Department at the salary indicated.

4. I am not now ready to recommend anyone for positions remaining vacant in the Chemistry Department, the English (Speech) Department, the Physiology and Health Education Department, and the Library. Recommendations for these positions will be ready at the next meeting of the Board.

5. Employees for the year 1941-42:

- (a) I am sorry to report the death of Mr. Frederick Fierke, engineer for the College. Mr. Fierke had been an employee of the school for nineteen years. In Mr. Fierke the College loses a man of fine character and ability.

- (b) The place left vacant by the death of Mr. Fierke has been filled by Mr. Charles T. Williams and Mr. Rudolph Weber, both of whom were sent to the College through regular Civil Service channels. We found it impossible to find one man who could carry on all the work that Mr. Fierke had done as engineer, electrician and plumber at the College. It was, therefore, necessary for us to add an additional employee to our staff.

It is recommended that Mr. Charles T. Williams be employed as engineer at a salary of \$1,800 for the fifty-two weeks. It is further recommended that Mr. Rudolph Weber be employed as electrician at a salary of \$1,200 for the fifty-two weeks.

- (c) Mr. Lee Sherretz, who has been employed by the College for the past twenty-eight years as night watchman, requests a leave of absence. Mr. Sherretz has been in poor health for several months now. Accordingly, I have sent an application to the State Civil Service Commission for a night watchman to be paid at the rate of \$100 a month. It is recommended that Mr. Sherretz's leave of absence be granted and that a new night watchman be employed.

- (d) In the annual payroll for last year the Board authorized the employment of an additional laborer on the College grounds. This position was not filled at the time it was authorized since the work connected with the new training school grounds had not materialized. On April 1 Mr. Joe Widdows was temporarily appointed for this position. He has done satisfactory work and has been approved through regular channels at Springfield. I am

PROCEEDINGS

asking, therefore, that Mr. Widdows be placed on the payroll at a salary of one hundred dollars a month.

6. Promotions in academic rank:

I am listing below the promotions in academic rank which increases in the size of the faculty have made advisable. These promotions are made upon the recommendation of a committee consisting of all the full ranking professors of the faculty, who were asked to vote on the names of people who, in their judgment, merited promotion. These promotions are academic recognition granted for superior work and superior scholarship on the faculty.

To be appointed to rank of Professor:

Dean Lucy K. Woody
Dean of Women and Head Home Economics

To be appointed to rank of Associate Professor:

Mr. J. Henry Schroeder
Dr. E. L. Borkon
Health
Mr. Orville Alexander
Political Science

To be appointed to rank of Assistant Professor:

Mrs. Wanda Gum
Mr. Harley R. Teel
Miss Ruby Van Trump
Mr. R. E. Watson
Mr. Robert English

To be classified with the rank of Instructor:

Mr. Leonard J. Keefe
Mr. Edward McDonagh
Mr. Delmar W. Olson
Miss Madelyn Scott
Miss Esther Shubert
Mr. Willis E. Malone

7. I am presenting below the annual payroll for faculty and employees for the year 1941-42.

ANNUAL PAYROLL, 1941-42 FACULTY AND EMPLOYEES

		Salary 1941-42
AGRICULTURE	Muckelroy, R. E., Professor.....	36 weeks \$3,800.00
	Cassell, R. C., Associate Professor.....	36 weeks 2,475.00
ART	Williams, Gladys P., Associate Professor.....	36 weeks 2,610.00
	Roach, Lulu D., Assistant Professor.....	36 weeks 2,400.00
	Shryock, Burnett, Assistant Professor.....	36 weeks 2,520.00

TEACHERS COLLEGE BOARD

		Salary 1941-42
BOTANY		
Bailey, William M., Professor.....	36 weeks	\$3,800.00
Welch, Walter B., Assistant Professor.....	36 weeks	2,340.00
Marberry, William, Assistant Professor.....	36 weeks	2,340.00
CHEMISTRY		
Neckers, J. W., Professor.....	36 weeks	3,492.00
Scott, R. A., Associate Professor.....	36 weeks	3,042.00
Abbott, T. W., Professor.....	36 weeks	3,042.00
Van Lente, K. A., Associate Professor.....	36 weeks	3,042.00
....., Unclassified	36 weeks	2,250.00
COMMERCE		
Bryant, T. L., Assistant Professor.....	36 weeks	2,900.00
Ogden, Susie, Assistant Professor.....	36 weeks	2,205.00
Buboltz, Van A., Assistant Professor.....	36 weeks	2,340.00
ECONOMICS		
Brainard, Harry G., Associate Professor.....	36 weeks	3,195.00
Miles, Edward V., Jr., Associate Professor and Business Manager.....	52 weeks	4,020.00
Segal, Melvin J., Assistant Professor.....	36 weeks	2,430.00
Parrish, John B., Assistant Professor.....	36 weeks	2,430.00
EDUCATION		
Warren, F. G., Professor.....	36 weeks	3,800.00
Wham, G. D., Professor Emeritus.....	36 weeks	2,400.00
Thalman, W. A., Professor	36 weeks	3,330.00
Ragsdale, Ted R., Associate Professor.....	36 weeks	2,745.00
Gellermann, Louis W., Associate Professor.....	36 weeks	2,700.00
Lawson, Douglas E., Associate Professor.....	36 weeks	2,520.00
....., Unclassified	36 weeks	2,250.00
ENGLISH		
Bowyer, Emma L., Professor.....	36 weeks	3,375.00
Cox, Elizabeth A., Assistant Professor.....	36 weeks	2,502.00
Barbour, Frances, Associate Professor.....	36 weeks	2,700.00
Neely, Julia, Associate Professor.....	36 weeks	2,700.00
Crawford, Mary, Assistant Professor.....	36 weeks	2,610.00
Power, Esther M., Associate Professor.....	36 weeks	2,700.00
Kellogg, Thelma L., Associate Professor.....	36 weeks	3,100.00
Krappe, Edith Smith, Assistant Professor.....	36 weeks	2,502.00
Faner, Robert Dunn, Associate Professor.....	36 weeks	2,700.00
Tenney, Charles D., Associate Professor.....	36 weeks	3,042.00
Magnus, Dorothy B., Assistant Professor.....	36 weeks	2,592.00
Schneider, William B., Associate Professor.....	36 weeks	2,925.00
Barber, Julia Minnette, Assistant Professor and Head of Anthony Hall.....	36 weeks	2,610.00
Harris, J. W., Assistant Professor.....	36 weeks	2,385.00
Burns, Winifred, Instructor	36 weeks	2,025.00
....., Unclassified	36 weeks	2,250.00
FOREIGN LANGUAGE		
Peacock, Vera L., Professor.....	36 weeks	3,240.00
Pierce, J. M., Associate Professor Emeritus.....	36 weeks	1,700.00
Baldwin, Helen A., Associate Professor.....	36 weeks	2,565.00
Davis, J. Cary, Associate Professor.....	36 weeks	2,655.00
Smith, Madeleine, Assistant Professor.....	36 weeks	2,250.00
Dallmann, William P., Associate Professor.....	36 weeks	2,655.00
GEOGRAPHY		
Barton, Thomas F., Professor.....	36 weeks	3,150.00
Colyer, Frank H., Professor Emeritus.....	36 weeks	1,800.00
Shank, Marjorie, Associate Professor and Registrar.....	52 weeks	3,660.00
Cox, Flemin W., Associate Professor.....	36 weeks	3,000.00
Krause, Annemarie E., Assistant Professor.....	36 weeks	2,430.00
Van Riper, Joseph, Assistant Professor.....	36 weeks	2,250.00
HISTORY		
Beyer, Richard L., Professor.....	36 weeks	3,420.00
Smith, George W., Professor Emeritus.....	36 weeks	1,800.00
Lentz, E. G., Professor and Dean of Men.....	36 weeks	3,420.00
Baker, Sara, Assistant Professor.....	36 weeks	2,349.00
Pardee, Charles J., Assistant Professor.....	36 weeks	2,400.00
Cramer, Clarence H., Associate Professor.....	36 weeks	3,078.00
Wright, John I., Assistant Professor.....	36 weeks	2,400.00
Barnes, Sherman B., Associate Professor.....	36 weeks	2,655.00
HOUSEHOLD ARTS		
Woody, Lucy K., Professor and Dean of Women.....	36 weeks	2,790.00
Barnes, Mary Louise, Assistant Professor.....	36 weeks	2,160.00
Babcock, Gladys, Instructor.....	36 weeks	2,025.00
Kellar, Dorothy, Unclassified	52 weeks	2,400.00
INDUSTRIAL ARTS		
Schroeder, J. Henry, Associate Professor.....	36 weeks	3,150.00
English, Robert, Assistant Professor.....	36 weeks	2,925.00
Olson, Delmar W., Instructor.....	36 weeks	2,205.00
Rose, Homer C., Instructor.....	36 weeks	2,205.00

PROCEEDINGS

		Salary 1941-42
MATHEMATICS		
Mayor, John R., Professor.....	36 weeks	\$3,150.00
Wright, Alice Kelsey, Assistant Professor.....	36 weeks	2,250.00
Purdy, J. R., Associate Professor.....	36 weeks	3,141.00
McDaniel, W. C., Assistant Professor.....	36 weeks	2,250.00
MUSIC		
McIntosh, David S., Associate Professor.....	36 weeks	2,777.00
Matthes, Helen E., Instructor.....	36 weeks	2,025.00
Margrave, Wendell, Assistant Professor (Leave of absence).....	36 weeks	
Van Cleave, Emerson, Instructor.....	36 weeks	2,025.00
Wakeland, Floyd V., Assistant Professor.....	36 weeks	2,160.00
Bone, Allan H., Unclassified.....	36 weeks	1,935.00
PHYSICAL EDUCATION		
McAndrew, William, Associate Professor.....	36 weeks	3,186.00
Lingle, Leland P., Assistant Professor.....	36 weeks	2,565.00
DiGiovanna, Vincent, Associate Professor.....	36 weeks	2,745.00
Martin, Glenn, Instructor.....	36 weeks	2,400.00
Etheridge, Frances D., Assistant Professor.....	36 weeks	2,430.00
Muzzey, Dorothy M., Assistant Professor.....	36 weeks	2,160.00
Davies, Dorothy, Assistant Professor (Leave of absence).....	36 weeks	
McLane, Helen, Instructor.....	36 weeks	2,025.00
McNamara, Jane, Unclassified.....	36 weeks	2,025.00
PHYSICS AND ASTRONOMY		
Young, O. B., Associate Professor.....	36 weeks	3,240.00
Zimmerschied, Charlotte, Assistant Professor.....	36 weeks	2,400.00
Watson, Richard E., Assistant Professor.....	36 weeks	2,340.00
PHYSIOLOGY AND HEALTH EDUCATION		
Hinrichs, Marie A., Professor and School Physician.....	36 weeks	3,105.00
Caldwell, Delia, Assistant Professor Emerita.....	36 weeks	1,150.00
Denny, Florence E., Assistant Professor and School Nurse.....	36 weeks	2,205.00
Borkon, E. L., Associate Professor and School Physician.....	36 weeks	2,880.00
....., Unclassified.....	36 weeks	2,520.00
POLITICAL SCIENCE		
Swartz, Willis G., Professor.....	36 weeks	3,420.00
Alexander, Orville, Associate Professor.....	36 weeks	2,700.00
Watson, George H., Instructor.....	36 weeks	2,250.00
SOCIOLOGY		
Bowden, R. D., Professor.....	36 weeks	3,240.00
Gum, Wanda Newsum, Asst. Prof. and Personnel Counselor.....	36 weeks	2,610.00
Landis, Judson T., Assistant Professor.....	36 weeks	2,475.00
McDonagh, Edward C., Instructor.....	36 weeks	2,250.00
ZOOLOGY		
Gersbacher, Willard M., Associate Professor.....	36 weeks	2,700.00
Steagall, Mary M., Professor Emerita.....	36 weeks	1,650.00
Stein, Hilda A., Associate Professor.....	36 weeks	2,655.00
Scott, Martha, Assistant Professor.....	36 weeks	2,400.00
PRACTICE DEPARTMENT		
Merwin, Bruce W., Director of Training Schools Professor...	36 weeks	3,798.00
<i>University High School</i>		
Hall, Hal, Principal, Assistant Professor.....	36 weeks	2,610.00
Wells, Florence, Critic, Assistant Professor.....	36 weeks	2,115.00
Logan, C. C., Critic, Assistant Professor.....	36 weeks	2,600.00
Gibbons, Alberta, Critic, Assistant Professor.....	36 weeks	2,205.00
Rieke, Evelyn, Critic, Instructor.....	36 weeks	2,025.00
McCreight, Rockwell, Critic, Instructor.....	36 weeks	1,890.00
Smith, Gladys L., Critic, Instructor.....	36 weeks	2,043.00
Cagle, Fred, Critic, Assistant Professor (Leave of absence).....	36 weeks	
Paterson, Charles, Critic, Instructor.....	36 weeks	990.00
Keefe, Leonard, Critic, Instructor.....	36 weeks	1,800.00
....., Unclassified.....	36 weeks	2,250.00
Hill, Audrey, Unclassified.....	36 weeks	1,620.00
....., Special Assistant in Vocational Education.....	36 weeks	1,350.00
<i>Carterville Community High School</i>		
Fulkerson, Elbert, Critic, Instructor.....	36 weeks	396.00
Lauder, Fred E., Critic, Instructor.....	36 weeks	396.00
Armstrong, Laverne, Critic, Instructor.....	36 weeks	396.00
Lingle, Fred K., Critic, Instructor.....	36 weeks	396.00
Spire, Loren, Critic, Instructor.....	36 weeks	396.00
Smith, Gladys O., Critic, Instructor.....	36 weeks	396.00
Manning, Ruth E., Critic, Instructor.....	36 weeks	396.00
Lingle, Georgia, Critic, Instructor.....	36 weeks	198.00
Coleman, Justin R., Critic, Instructor.....	36 weeks	198.00
Watson, Irene, Critic, Instructor.....	36 weeks	198.00
....., Critic, Instructor.....	36 weeks	198.00

TEACHERS COLLEGE BOARD

	Salary
<i>Elementary Training Schools</i>	1941-42
Cisne, W. G., Director of Placements, Professor.....	36 weeks \$3,420.00
<i>Allyn Training School</i>	
Hall, Dilla, Critic, Assistant Professor.....	36 weeks 2,592.00
Troutt, Madge, Critic, Assistant Professor.....	36 weeks 2,070.00
Bach, E. Louise, Critic, Instructor.....	36 weeks 2,052.00
Rogers, Ora, Critic, Instructor.....	36 weeks 2,000.00
Entsminger, Mary, Critic, Assistant Professor.....	36 weeks 2,250.00
Fults, Ruth Husband, Critic, Instructor.....	36 weeks 2,025.00
Clark, Lulu R., Assistant Professor Emerita.....	36 weeks 1,240.00
Scott, Madelyn, Critic, Instructor.....	36 weeks 1,575.00
Van Trump, Ruby, Critic, Assistant Professor.....	36 weeks 2,100.00
King, Florence, Instructor Emerita.....	36 weeks 1,200.00
Mott, Sina M., Critic, Assistant Professor.....	36 weeks 2,250.00
Johnson, Agnes, Critic, Instructor.....	36 weeks 2,025.00
<i>Brush Training School</i>	
Teel, Harley R., Assistant Principal, Assistant Professor....	36 weeks 1,575.00
Fox, Mae L., Critic, Instructor.....	36 weeks 690.00
Wilhelm, Grace, Critic, Instructor.....	36 weeks 690.00
Eads, Mabel, Critic, Instructor.....	36 weeks 690.00
Trulove, Jewel, Critic, Instructor.....	36 weeks 690.00
Mayhew, Maude, Critic, Instructor.....	36 weeks 690.00
Goodwin, Tina, Critic, Instructor.....	36 weeks 690.00
<i>Rural Training Schools</i>	
Bracewell, George, Director, Associate Professor.....	36 weeks 2,700.00
Brown, W. O., Professor Emeritus.....	36 weeks 1,800.00
Hall, Emerson, Assistant Professor.....	36 weeks 2,430.00
Dillow, J. W., Instructor.....	36 weeks 2,250.00
McNeill, Elsie Parrish, Critic, Instructor.....	36 weeks 1,935.00
Randolph, Victor, Critic, Instructor.....	36 weeks 2,115.00
Malone, Willis E., Critic, Instructor.....	36 weeks 1,890.00
Fligor, Jean, Critic, Unclassified.....	36 weeks 1,575.00
Bosket, Dorothea, Assistant in Rural Practice.....	36 weeks 1,125.00
Hirst, Eric A., Critic, Unclassified.....	32 weeks 1,200.00
Fites, Winifred, Assistant in Rural Practice.....	32 weeks 1,000.00
Meehan, Elizabeth, Assistant in Rural Practice.....	36 weeks 225.00
Waring, Eugenia, Asst. in Rural Practice (Leave of absence)....	36 weeks
LIBRARY	
Bosley, Howard E., Associate Professor.....	36 weeks 2,655.00
Hart, Fay, Assistant Professor.....	36 weeks 2,145.00
Kerley, Ruby, Instructor.....	36 weeks 1,575.00
Hankla, Golda, Instructor.....	36 weeks 1,575.00
Shubert, Esther, Instructor.....	36 weeks 1,440.00
....., Unclassified.....	36 weeks 1,350.00
Fly, W. C., Assistant Librarian.....	52 weeks *1,920.00
PRESIDENT AND EMPLOYEES	
Pulliam, Roscoe, President.....	52 weeks 6,750.00
DiGiovanna, Alice, Secretary to President.....	52 weeks 2,340.00
Beach, Cornelia, Senior Clerk, Civil Service.....	52 weeks 1,680.00
Howell, Mable, Senior Clerk, Civil Service.....	52 weeks 1,500.00
Williams, Charles Engineer, Civil Service.....	52 weeks 1,800.00
Hagler, Charles, Carpenter, Civil Service.....	52 weeks 1,800.00
Sherretz, Lee, Watchman	
(Leave of absence effective July, 1941), Civil Service.....	4 weeks 117.00
....., Watchman, Civil Service.....	48 weeks 1,100.00
Fisher, William, Laborer, Civil Service.....	52 weeks 1,800.00
Miller, Fred, Laborer, Civil Service.....	52 weeks 1,200.00
Stokes, Sam, Fireman, Civil Service (Leave of absence)....	52 weeks
Lanum, Theodore, Laborer, Civil Service.....	52 weeks 1,200.00
O'Daniel, E. F., Janitor, Civil Service.....	52 weeks 1,460.00
Coffey, L. R., Janitor, Civil Service.....	52 weeks 1,400.00
Whittenberg, W. H., Janitor, Civil Service.....	52 weeks 1,250.00
Cox, Ira, Janitor, Civil Service.....	52 weeks 1,320.00
Humphrey, J. B., Janitor, Civil Service.....	52 weeks 1,400.00
Trobaugh, Gus, Janitor, Civil Service.....	52 weeks 1,400.00
Nelson, George, Janitor, Civil Service.....	52 weeks 1,500.00
Boucher, D. L., Laborer, Civil Service.....	52 weeks 900.00
Barrett, Paul, Athletic Equipment Man, Civil Service.....	52 weeks 1,440.00
Webb, Joe, Laborer, Civil Service.....	52 weeks 1,200.00
Weber, Rudolph, Electrician, Civil Service.....	52 weeks 1,200.00
Peithman, Irvin, Laborer, Civil Service.....	52 weeks *1,530.00
Spiller, Mary K., Housekeeper, Civil Service.....	52 weeks * 840.00
Newman, Myrtle, Assistant Cook, Civil Service.....	52 weeks * 960.00
Wimberly, Louise, Assistant Cook, Civil Service.....	52 weeks * 780.00

* Payable from Normal School Income Fund.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS—No report.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

The approval of the Normal School Board is asked for the following items which I am recommending:

1. Validation of the graduation of the students whose names are listed on the preceding pages.
2. Acceptance of the resignation of Mr. Earl Cazell.
3. The appointment of Miss Winifred Burns as an instructor in the English Department at the salary indicated.
4. The appointment of Mr. Allan H. Bone as an instructor in the Music Department at the salary indicated.
5. The appointment of Mr. Eric A. Hirst as a critic in the Rural Education Department at the salary indicated.
6. The temporary appointment of Miss Audrey Hill as a critic in the University High School at the salary indicated.
7. The appointment of Miss Dorothy Kellar as teacher-trainer in home economics for the southern area and as an instructor in the Household Arts Department at the salary indicated.
8. Authority to appoint additional instructors in the Chemistry Department, the English (Speech) Department, the Physiology and Health Education Department, and the Library.
9. Validation of the appointment of Mr. Charles T. Williams as engineer at the salary indicated.
10. Validation of the appointment of Mr. Rudolph Weber as electrician at the salary indicated.
11. Validation of the appointment of Mr. Joe Widdows as laborer on the grounds at the salary indicated.
12. Granting of a leave of absence to Mr. Lee Sherretz and the employment of a new night watchman at the salary indicated.
13. Approval of the change in Academic rank of the faculty members listed above.
14. The approval of the salary schedule for Faculty and Employees for the year 1941-42.

Respectfully submitted,

ROSCOE PULLIAM.

ILLINOIS STATE NORMAL UNIVERSITY, NORMAL
PRESIDENT'S REPORT

Meeting in Chicago, July 9, 1941

To the Chairman and Members of the Teachers College Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS

1. Attendance Summer Session:

It is impossible at this time to present a final and complete report on enrollment for the summer session since the registration for certain units of work, such as two Reading Clinics, the Music Department at Interlochen, the Social Studies Laboratory at East Bay, and the three weeks student teaching session at the Illinois Soldiers and Sailors Children's School, has not been completed. At the present time (July 2, 1941) the enrollment is 1,461, which is about 200 less than at the corresponding time a year ago.

The enrollment in the University High School is slightly larger than it has been the last few years, the present number being 197 (98 boys, 99 girls). This is composed of 76 from University High School, 94 from Bloomington High School, and 27 from other high schools. This feature of the summer session has been valuable in providing much needed student teaching facilities on the high school level. In addition, approximately 200 students have been taking work in the Metcalf Elementary School and about 400 in the elementary and junior high schools at the Illinois Soldiers and Sailors Children's School. It is felt that with 800 pupils available in the summer in student teaching centers, Illinois State Normal University is in excellent position to offer opportunities for student teaching from kindergarten through high school.

2. Annual Report:

The annual report involving figures covering per capita cost cannot be made until the next meeting of the Teachers College Board.

3. Extension Work:

In view of a probable decrease in enrollment for next year, together with the demand on the part of teachers in service for University courses to be offered by extension, this phase of the University program should be strengthened, both as to number of courses available and additional centers in our territory opened. Consideration of an enlarged extension program seems advisable even though it may mean a decrease in the enrollment during summer sessions, as a result of meeting the needs of teachers in service who might otherwise consider furthering their work during the summer sessions.

PROCEEDINGS

4. Graduates at the close of the 1940-1941 School Year:

a. The students whose names are listed below completed the requirements for graduation from their various courses at the close of the second semester, June 9, 1941. I recommend that these students be sanctioned as graduates:

DEGREE GRADUATES

Bachelor of Education Degree

RURAL EDUCATION

Jaynes, Stella Elizabeth Plainview

INDUSTRIAL ARTS EDUCATION

Hammond, Robert Grove..... Gillespie Miller, Leslie Charles..... Petersburg
Marschik, Frank Aloysius..... Benld Sharick, Merle Dayton..... Lacon

MUSIC EDUCATION

Davis, Dean Hamblett..... Knoxville Morenz, Norma Charlotte..... Decatur
Holtz, Melvin Edward..... Elgin Wheeler, George Elwood..... Kankakee

HEALTH AND PHYSICAL EDUCATION FOR MEN

Covill, Floyd Darwin..... Amboy Secord, Jack Allen..... Bloomington
Eymann, Jeanette Cherry Fork, Ohio Vucich, Joe Wood River
King, Lyle Crabb..... Chenoa

SPEECH EDUCATION

Filson, James Dee..... Carrollton Korish, Cillia Rose..... Roodhouse
Halliday, Lois Mildred..... Palmyra Parret, Margaret Suzanne..... Normal
Kloss, Eleanor Margaret..... Mt. Olive South, Betty May..... Watseka

ART EDUCATION

Bellrose, Mary Elizabeth..... Ottawa Kinsey, Jessie Joyce..... McLean
Davidson, June Doris..... St. Joseph, Mich. Pocock, Rose Marie..... Nokomis
Eymann, Jeanette Pontiac Ruskin, Esther Florence..... Bloomington
Jenkins, Ruth Yvonne..... Sullivan

HEALTH AND PHYSICAL EDUCATION FOR WOMEN

Arnin, Ruby Emma..... Columbia Paxton, Betty Jane..... Normal
Brauer, Shirley Marne..... Oakford Rachowicz, Gertrude Koenig..... Libertyville
Groshong, Dorothy Ethel..... Venice Riber, Andrea Maria..... Dwight
Keith, Jean Monticello Samuel, Fayette Clinton
Murray, Mary Elizabeth..... Hoopeston Stack, Frances Dorothy..... Bellflower
Parkinson, Ruth Irene..... Ipava Witts, Roxie Pauline..... Decatur

HOME ECONOMICS EDUCATION

Andrews, Verna Mae..... Libertyville McFadden, Dorothy Elizabeth..... Paxton
Bennett, Ruth Lorraine..... Farmer City Nuttall, Mildred Alta..... Lawrenceville
Gilliland, Glenna Leota..... Taylorville Oesch, Winifred Leonora..... Danvers
Green, Dorothy Ruth..... Normal Schmeing, Ruth Emma..... Springfield
Green, Fern Elizabeth..... Bloomington Scott, Mildred Louise..... Potomac
Homann, Caroline Rose..... Highland Stephan, Gertrude Mary Elizabeth..... Normal
Howell, Ruth Anne..... Ipava Whitehouse, Edith Belle..... Bloomington
Kimpling, Marjorie Fern..... Toluca Zeilman, Mary Jeanette..... Long Point
Lawrence, Mary Ellen..... Sibley

ELEMENTARY EDUCATION

Besse, Allene Adelle..... Sterling Piper, Virginia Ilene..... Greenfield
Bryan, Edith Faye..... Heyworth Plotts, Pauline Mabel..... Carlyle
Coffman, Vera Geneva..... Weldon Read, Helen Jane..... Hennepin
Coss, Bernadine Ann..... Mendota Rossman, Mildred Elizabeth..... Nilwood
Dickerson, Madelene Marcella..... Alvin Schneider, Mary Emma..... Woodstock
Ghilain, Evelyn Margaret..... Chicago Scott, Emma Josephine..... Princeton
Goetzke, Louise Albertine..... Chicago Smith, Mary Elizabeth Brumbach..... Dwight
Goodman, Jewel Virginia..... Wood River Spreitzer, Theresa Johanna..... Joliet
Harvey, Amy Harney..... Bloomington Stubblefield, Harriet Anne..... Odell
Heinemann, Ruth Aleen..... Belleville Sudbrink, Nan Elizabeth..... Virginia
Pagel, Mary Jane..... Pontiac Toon, Alta Faye..... Normal
Varner, Ferne Lucille..... Rock Island

TEACHERS COLLEGE BOARD

BUSINESS EDUCATION

Allen, Mabel Zola.....Staunton
Armstrong, Margaret Ann.....Blue Mound
Barricklow, Ola Erma.....Hillsboro
Berninger, Edith Rachel.....Indianapolis, Ind.
Blue, Shirley Bernice.....Cornell
Brash, Dorothy Anna.....Homer
Browning, Mary Jane.....Perry
Bryan, Dorothy Evelyn.....Clinton
Chambers, Lois Gertrude.....Chicago
Clark, Raymond Eugene.....Heyworth
Craig, Margaret Jane.....Rutland
Davies, Marian Elizabeth.....Mazon
DePew, James Russell.....Bloomington
Dunmire, Virginia Ruth.....El Paso
Elgin, Ella Mae.....Carlock
Erdmann, Merlin Alvin.....Normal
Fenwick, Martha Florine.....Malden
Fillerman, Morton Bogen.....Chicago
Fitzsimmons, Donald Francis.....Bloomington
Goedde, Lois Marie.....Carrollton
Hanson, Winifred Leone.....Normal
Harlan, Virginia Lee.....Fairfield
Haughey, Kenneth Max.....Bloomington
Horine, Lillian Johnston.....Bloomington
Jewell, Betty Jean.....Lewistown

Kastl, Lawrence Anton.....Cicero
Kirchoff, Duane Edward.....Pontiac
Knudtson, Otis Hubert.....South Wilmington
Krueger, Paul William.....Bloomington
Leeson, Thomas Henry.....Bloomington
Lopeman, Harriet Louise.....Pontiac
Lowery, Mary Ann.....Hoopeston
Mintern, Harold James.....Zion
Moberly, Helen Elizabeth.....Deland
Moore, Gladys Esther.....Pine Village, Ind.
Neeson, Frances Ellen.....Divernon
Perrelli, Albert Joseph.....Cicero
Price, Harry Ralph.....Oconee
Reed, William Howard.....Springfield
Rogers, Edwin Junior.....Normal
Shippy, Helen Elizabeth.....Decatur
Silvoso, Joseph Anton.....Benld
Stein, Dorothy Arlene.....Rochelle
Thomassen, Winifred.....Bloomington
Velde, Eugenia Ruth.....Lincoln
Villwock, Shirley Maye.....Aurora
Voreck, Sister M. Theophilus.....Bloomington
Wasmund, Helen Marie.....Dixon
Whitehouse, William Walter.....Normal
Perrine, Carolyn Hale.....Centralia

SECONDARY EDUCATION

Ammons, Evalyne Rose.....Streator
Babcock, Virginia Pauline.....Decatur
Baldini, John Louis.....Bloomington
Bennett, Alice Faye.....Milan
Brown, Doris Virginia.....Ancona
Buches, Julia Rose.....Rockford
Bullard, Leona Ellen.....Decatur
Chang, Amy Meu Quon.....Honolulu, Hawaii
Childress, Jack Raymond.....Danville
Classen, Dorothy Augusta.....Gilman
Dautenhahn, Harold Frederick.....Pleasant Plains
DeNeal, L. Dale.....Bismarck
DeWeese, Harold Lee.....Bloomington
Erickson, Gladys Louise.....Galesburg
Fauble, Dorothy Rose.....Morris
Fawver, Ben Junior.....Colfax
Gauron, Virginia Celia.....Schiller Park
Gianuzzi, David.....Virden
Goodwin, Norma Maxine.....Palestine
Hachmeister, Violet Grace.....Bloomington
Helm, Ellen Monica.....Chicago
Hostettler, Roy Lewis.....Olney
Hull, Betty Jane.....Oswego
Jackson, Edwin William.....Normal
Johnson, Lola Winona.....Kernan
Jones, Virginia Louise.....Bloomington
Kavanaugh, Keith Leo.....Rock Island
Kitchell, Frances Mary.....El Paso
Lacy, Madge Nedradale.....Springfield
Lanigan, Dorothy Mae.....Normal
Lemons, William Everett, Jr.....Springfield

Lera, Angelo Rudolph.....St. James, Mo.
Mackey, Mildred Edith.....Streator
Mangle, Mardell Elizabeth.....Mason City
Martin, Geraldine Anne.....Normal
Matthews, Anna Louise.....Taylorville
Merrell, Jean Frances.....Streator
Miller, Dorothy Virginia.....Clinton
Morrissey, Mary Alice.....Bloomington
Mossholder, Pauline Harriet.....La Moille
Naden, Jeanne Kathryn.....Newark
Newlin, Virgil Armond.....Cissna Park
O'Byrne, Arthur Carlyle.....Princeton
Parsons, Jesse Leroy.....Bloomington
Phillips, Mary Jean.....Lena
Richardson, Clarence Denby.....Springfield
Rowland, Harriet Virginia.....Streator
Schertz, Ruth Evelyn.....Washington
Schuler, Mary Kay.....Bloomington
Smith, Richard Rice.....Arcola
Stombaugh, Tom Atkins.....Normal
Stoops, Anna Iola.....Cooksville
Stover, Margaret Louise.....Towanda
Theis, Mildred Ida.....Granite City
Trainor, Mary Elizabeth.....Strawn
Treash, Harold Theodore.....Bloomington
Vickrey, Roland Earl.....Tampico
Welsh, Marialyce Clare.....Bradford
Williams, Betty Lou.....Springfield
Wilson, Marvin Charles.....Peoria
Wohler, Wilma Louise.....Greenview
Woods, Frankie Mae.....Gary, Ind.

JUNIOR COLLEGE GRADUATES

(Two-year Courses)

Akers, Ruth Iro, Georgetown.....Rural
Anderson, Eleanor June, Tiskilwa.....Intermediate
Armstrong, Evelyn Mabel Ann, Petersburg.....Rural
Asay, Frieda Mae, Thawville.....Rural
Bane, Minnie Louise, Ellsworth.....Intermediate
Berg, Marjorie Elizabeth, Minooka.....Kindergarten-Primary
Blakeman, Gladys Arlene, Virginia.....Rural
Bowles, Evelyn Margaret, Livingston.....Upper Grades
Boyd, Catherine Jane, Manteno.....Rural
Breyer, Shirley Lucille, Marseilles.....Rural
Burnett, Beverly Lois, Waterman.....Kindergarten-Primary
Campbell, Marcella Elizabeth, Lincoln.....Kindergarten-Primary
Cavanagh, Margaret Eloise, Flanagan.....Intermediate
Cheever, Charles Thomas, Milford.....Rural
Cole, Betty J., Toulon.....Intermediate
Crone, Eleanor Bernice, Wenona.....Intermediate
Croxen, Ruth Stella, Peotone.....Rural
Dick, Ora Jean, Saunemin.....Rural

PROCEEDINGS

Dowdall, Mary Lucille, Carrollton.....	Kindergarten-Primary
Drinan, Harriet Marie, Verona.....	Intermediate
Eisenmayer, Mary Jane, Trenton.....	Kindergarten-Primary
Enos, Myrtle Christine, Clinton.....	Intermediate
Farrell, Margaret Serene, Marseilles.....	Rural
Gavican, Mary Eileen, Wilmington.....	Rural
Giacobassi, Tillo, Kincaid.....	Upper Grades
Gibbs, Wilma Jean, Henry.....	Kindergarten-Primary
Gifford, Beth Irene, Rantoul.....	Intermediate
Gilbert, Lois Howland, LaGrange.....	Kindergarten-Primary
Hauge, Aldora Lucille, Minooka.....	Intermediate
Hazen, Lelia Dorothea, Mahomet.....	Upper Grades
Heylin, Betty Jean, Pontiac.....	Kindergarten-Primary
Humbert, Agnes Lucille, Gardner.....	Intermediate
Hustedt, Iris Louella, Clifton.....	Rural
Jones, Clara Louise, LeRoy.....	Rural
Jorstad, Marjorie Jurene, Morris.....	Intermediate
Krummel, Waltrand Frieda Marie, Buckley.....	Rural
Lazicky, Gertrude Ann, Petersburg.....	Upper Grades
Lucas, Elsie Rowena, Ellsworth.....	Intermediate
McDowell, Irene Genieve, Saunemine.....	Rural
McEvers, Lucy Eurt, Winchester.....	Rural
Maddox, Noralee, Flat Rock.....	Intermediate
Mann, Barbara Jeanne, Hoopeston.....	Kindergarten-Primary
Manning, Erma Ruth, Pawnee.....	Intermediate
Mathew, Eleanor June, Morrison.....	Rural
Moody, Mary Florine, Ellsworth.....	Intermediate
Palmore, Pauline, Dana.....	Rural
Park, Doris Jane, Rochester.....	Intermediate
Pellouchoud, Margaret Mary, Odell.....	Rural
Quaka, Bernice Bernadine, Streator.....	Upper Grades
Ralph, Lucille Agnes, Kinsman.....	Rural
Ratcliff, Margery Rose, Sparland.....	Rural
Readron, Anne Mary, Ottawa.....	Intermediate
Reed, Emma Jean, Braidwood.....	Kindergarten-Primary
Rhoda, Arlene Ruth, Lexington.....	Intermediate
Rohr, Gwendolyn Dolores, Ashkum.....	Upper-Grades
Rybolt, Mary Alice, Kenney.....	Kindergarten-Primary
Sander, Mae Katherine, Roanoke.....	Kindergarten-Primary
Schneider, Helen June, Bellflower.....	Upper Grades
Schneider, Lois Lorene, Nokomis.....	Rural
Schoeny, Jean Rosemary, Lena.....	Kindergarten-Primary
Schultz, Mary Jeannette, Washburn.....	Kindergarten-Primary
Shank, Nora Marie, Greenville.....	Intermediate
Street, Marjorie Aldine, Pontiac.....	Rural
Streit, Wesley Emery, Morton.....	Rural
Stura, Alice Dorothy, Farmington.....	Rural
Thomas, Gertrude Yvonne, Milford.....	Intermediate
Thompson, Helen Maxine, Chatham.....	Rural
Tiona, Caroline Edith, Bunker Hill.....	Kindergarten-Primary
Vetter, Anna Marjorie, Colfax.....	Upper Grades
Wagoner, Esther LaVerne, Cooksville.....	Rural
Wasmer, Mary Rosalie, Gilman.....	Intermediate
Watson, Mildred Irene, Ludlow.....	Upper Grades
Weger, Leola Faye, Vandalia.....	Rural
Weishaar, Audrey Maxine, Danvers.....	Intermediate
Welsh, Lorraine Winifred, Chicago.....	Upper Grades
Wilson, Dorothy Arvelia, Hamburg.....	Rural
Winstead, Erma Maxine, McLean.....	Upper Grades
Young, Mildred Ellen, Saybrook.....	Rural

DEGREE GRADUATES

SUMMARY OF DIVISION GROUPS June, 1941

Rural.....	1	Physical Education for Women... 12
Industrial Arts.....	4	Home Economics..... 17
Music.....	4	Elementary..... 24
Physical Education for Men.....	5	Business Education..... 50
Speech.....	6	Secondary Education..... 62
Art.....	7	
Total Degree Graduates....192		

JUNIOR COLLEGE GRADUATES

SUMMARY OF DIVISION GROUPS June, 1941

Upper Grades.....	11	Intermediate..... 22
Kindergarten-Primary.....	15	Rural..... 30
Total Junior College Graduates.... 78		

II. FACULTY

1. Resignations:

- a. Ralph L. Boyd, Assistant Professor of Business Education, in order to accept a position at the University of Illinois, where his salary will be almost twice the amount received with us. It is not planned that Mr. Boyd's position will be filled at the present time.
- b. Evelyn Rezek, Instructor in English, who has been on leave of absence for the past two years, in order to accept a teaching position in New York City. It is not planned to fill Miss Rezek's position at the present time.
- c. Drusilla J. Hoyt, Assistant in Research and Records, effective August 1, 1941. Miss Hoyt expects to be married during the summer.
- d. J. E. Houghton, Instructor in Industrial Arts at the Illinois Soldiers and Sailors Children's School, to accept the principalship of the schools at Tremont, Illinois. This position is paid for by the Department of Public Welfare, but it will be our responsibility to locate a successor to Mr. Houghton.
- e. Burtyce Lincoln, Instructor in Social Studies at the Towanda affiliated high school. The filling of this position, paid for partially by the school board at Towanda and partially by the University, is a responsibility of the University.

2. Retirement:

- a. Katherine Carver, Assistant Professor of Latin, who reached the retirement age of seventy during the last school year. Miss Carver will be placed upon the emeritus basis and at her request will handle one or two classes in Latin. This arrangement will make it unnecessary to employ someone in her position at the present time.

3. Leaves of Absence:

- a. W. I. De Wees, Assistant Professor of Agriculture, for the school year 1941-1942, in order to do work on his Doctor's degree at Pennsylvania State College. This position will not be filled for next year.
- b. George C. Wright, Superintendent of Schools (elementary and high school) at Towanda, affiliated with the University, for the 1941-1942 school year, in order to further the work on his Doctor's degree at either the University of Illinois or Northwestern University. Mr. Wright's administrative duties will be assumed by George W. Bodecker, now a member of the high school faculty at Towanda.

4. New Appointments:

- a. J. Culver Raglan, as Instructor in Business Education, to take the place of Albert C. Fries, who has been granted a

leave of absence for the 1941-1942 school year. Mr. Raglan has his Bachelor's degree from Illinois State Normal University, his Master's degree from the University of Colorado, and has had five years of successful teaching experience, the last few years being in Streator Township High School. Mr. Raglan's work begins September, 1941, at a salary of \$2,025.00 for nine months.

- b. Moreen Kelley, as Assistant in Research and Records, effective July 16, 1941, to take the place of Drusilla J. Hoyt, resigned. Miss Kelley has her Bachelor's degree from Illinois State Normal University and has served during the past year as registrar at the Township High School at Pontiac, Illinois. Her salary will be \$1,620.00 for a twelve months period.
 - c. George W. Bodecker, to serve as Acting Superintendent of the Towanda Schools during the absence of George C. Wright, at a salary of \$1,935.00 for the school year of nine months, of which \$900 is to be paid by Illinois State Normal University. It will be necessary to fill Mr. Bodecker's present position for next year until such time as Mr. Wright returns.
5. Faculty of the Regular Year:
- a. The list of faculty members recommended for election or reelection for the school year 1941-1942, with their salaries, will be presented as a supplement to this report on the day of the Board meeting, July 9, 1941.

III. OTHER SCHOOL EMPLOYEES

1. Retirement:

- a. Flora P. Dodge, effective July 1, 1941, as Secretary to the President. The retirement of Miss Dodge is more than an event of passing interest since she began her work as secretary in 1889 and has served under six presidents. Her work during the past eight years has also been concerned with the alumni records of the University. The quality and quantity of service rendered by Miss Dodge merits more than merely the recording of her retirement and it is hoped that some arrangement can be made whereby she may be accorded an emeritus or retirement allowance.
- b. Elmer Zook, janitor of North Hall, effective September 1, 1941. Mr. Zook has passed his seventy-fifth birthday and has served as janitor of this school for fifteen years.

2. New Appointments Recommended:

- a. Ellen Sorensen, Secretary to the President, to take the place of Flora P. Dodge, retired, at an annual (twelve months) salary rate of \$1,620.00, effective August 1, 1941. Miss Sorensen has a Bachelor's degree from Illinois State Normal University and in addition to some office experience

has had experience as a high school teacher of commercial subjects.

- b. Harry P. Hansen, to succeed George Nolte, resigned, as a member of the grounds staff at an annual (twelve months) salary of \$1,380.00, effective August 15, 1941. Following the reporting of the resignation of Mr. Nolte to the Department of Registration and Education and the Civil Service Commission, Mr. Hansen was recommended for the position.

Since additional help is needed beginning July 1, and for the six weeks until Mr. Hansen reports, agreement has been reached with the Department of Registration and Education for the temporary appointment of John Robert, a University student, for full time work as a substitute at a salary rate of \$90.00 per month.

3. Position and Salary Change Recommended:

- a. W. A. Rice, now designated as head janitor and receiving a salary of \$160.00 per month, to be janitor at North Hall, effective September 1, 1941, at a monthly salary of \$125.00. The work Mr. Rice has been doing will be cared for by the appointment of a new Superintendent of Buildings, effective September 1, 1941, as authorized at the meeting of the Teachers College Board May 19, 1941.

4. Election of Other Employees:

- a. The employment of persons recommended for election or reelection for the twelve months period beginning July 1, 1941, together with their salaries, will be presented as a supplement to this report on the day of the Board meeting, July 9, 1941.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM

1. Changes Proposed:

- a. With the enactment of the teachers' certification bill into law and the abolishing of the courses for two-year graduates after July 1, 1943, and the necessity of presenting a new four-year elementary curriculum beginning in September, 1942, considerable time and effort must be expended in the reorganization of the curriculum for elementary school teachers. Some consideration has been given to the four-year elementary curriculum but it is evident that further alterations must be considered during the coming school year.

VI. BUILDINGS AND GROUNDS

1. New Construction:

- a. It is hoped that the money made available by direct appropriation for specific building purposes on the campus of

Illinois State Normal University will make it possible to start some construction activities and take final steps toward the purchase of Smith Hall within the next few weeks.

2. Major Repairs:

- a. Since major repairs in the nature of refinishing floors, interior decoration, carpentry, etc., can be most advantageously undertaken after the close of summer school and before the opening of the fall semester, it is hoped that the Teachers College Board will take steps to expedite such a repair program.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Approval of the following recommendations is requested:

1. Sanction of the awarding of degrees and diplomas to graduates completing their work on July 9, 1941, as listed in this report.
2. Acceptance of the resignations of Ralph L. Boyd, Evelyn Rezek, Drusilla J. Hoyt, J. E. Houghton, and Burtyce Lincoln.
3. Acknowledgment of the retirement of Katherine Carver and the placing of Miss Carver on the emeritus basis.
4. Granting leaves of absence to W. I. De Wees and George C. Wright.
5. The appointment of J. Culver Raglan, Moreen Kelley, and George W. Bodecker to positions indicated at salaries stipulated in this report.
6. Approval of the appointment of the faculty for the regular 1941-1942 school year as indicated in "Supplement A" of this report.
7. Acknowledgment of the retirement of Flora P. Dodge and Elmer Zook, with possible consideration of some emeritus recognition for Miss Dodge. \$720 year.
8. Appointment of Ellen Sorensen as Secretary to the President.
9. The appointment of Harry P. Hansen as a member of the grounds staff.
10. The change in position and alteration in salary for W. A. Rice.
11. The sanction of the election of other employees designated in "Supplement B" to this report.
12. Action that will result in expediting procedures involved in new construction for major repairs prior to the opening of school in September.

Respectfully submitted,

R. W. FAIRCHILD.

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE DE KALB

To be presented at the meeting of the Normal School Board at Chicago, July 9, 1941.

To the Chairman and Members of the Normal School Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Attendance, Spring Quarter, 1941

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. College				
Post Graduates	4	8	12	6
Seniors	72	103	175	158
Juniors	94	110	204	163
Sophomores	112	232	344	336
Freshmen	118	228	346	429
Total College	400	681	1,081	1,092
b. DeKalb High School.....	237	276	513	543
c. Elementary Grades				
McMurry Training School.....	128	112	240	257
Glidden Training School.....	135	142	277	289
Affiliated Rural Schools.....	24	21	45	47
Total Elementary	287	275	562	593

2. The students whose names are listed on the following pages completed the requirements for graduation at the close of the spring quarter, June 5, 1941. The following material is presented to the Board as an indication of the trend toward four years of training as preparation for teaching.

SPRING AND SUMMER GRADUATES

	1941 (Spring Only)	1940	1939	1938	1937	1936
Four-year graduates	127	174	118	115	105	85
Two-year graduates.....	69	134	105	128	135	133

SENIOR COLLEGE

Degree of Bachelor of Education

Name and Curriculum	Home Address
Adams, Esther Arlyne, Music.....	Byron
Armstrong, Nancy Ann, Music.....	Gary, Indiana
Bailey, Marian Jeanette, Social Science.....	Belvidere
Bain, Lu, Early Elementary.....	Rochelle
Baranowski, Frances, Later Elementary.....	Chicago
Bauer, Leland, Zoology	Herscher
Baylen, Joseph, Later Elementary.....	Chicago
Beals, George Edward, Botany.....	DeKalb
Bennett, Betty, Early Elementary.....	Oak Park
Berns, Catherine E., Music.....	Chicago
Biehl, Joyce, Fine Arts.....	DeKalb
Bischof, Ledford J., Later Elementary.....	Berwyn
Boies, David, Sr., Social Science.....	Sycamore
Burch, Helen M., Early Elementary.....	Chicago
Butt, Isabelle E., Mathematics.....	Maple Park
Carlson, Harriett R., Home Economics.....	DeKalb
Chapman, Blanche L., Later Elementary.....	Rockford
Colby, Leonard, Social Science.....	Chicago
Coleman, Francis J., Chemistry.....	Rochelle

PROCEEDINGS

Name and Curriculum	Home Address
Davies, Edith Eleanor, Music	Capron
Devereaux, Lloyd Kenneth, Industrial Arts	Yorkville
Dlouhy, Marie Josephine, Early Elementary	Cicero
Donaldson, Robert F., General Science	Polo
Donnelly, Eugenie, Physical Education	DeKalb
Dypold, Frank John, Industrial Arts	Berwyn
Eaton, Marjorie Lucile, Social Science	DeKalb
Ebert, Helen Marion, Home Economics	Waukegan
Erickson, Bette Hannah, Early Elementary	Plano
Fahlund, Betty N., Music	DeKalb
Feichtmeir, Lois Elsy, Later Elementary	Chicago
Fitzgerald, Mary Alice, English	DeKalb
Frooman, Maurice, Social Science	Chicago
Glyndon, Donna, French	Freeport
Gould, Hope Jeannette, Later Elementary	DeKalb
Graffam, Arthur D., Industrial Arts	DeKalb
Halvorsen, Winifred J., Home Economics	Chicago
Harrison, Hazel, Early Elementary	Freeport
Herrmann, Don J., General Science	Lee
Hoover, Phyllis M., Speech	West Chicago
Hopkins, Jon L. J., Social Science	DeKalb
Hopkinson, Francis W., Social Science	Chicago
Howe, Evelyn Pearl, Mathematics	Rock Falls
Hughes, Jean E., Physics	Antioch
Hunt, Norma Helen, Early Elementary	Lombard
Ingelson, Olive C., English	Jamestown, New York
Javaras, Eftyhia Ikassia, Zoology	Chicago
Jenks, Herbert Ralph, Chemistry	DeKalb
Johnson, Eleanor I., Early Elementary	DeKalb
Johnson, Ethel Bell, Later Elementary	Wasco
Johnson, Richard C., English	Elgin
Kieley, Joseph John, Industrial Arts	Rockford
Koch, Robert Hal, Mathematics	Pontiac
Koehler, Dorothy M., Home Economics	Elmhurst
Kouzmanoff, Mary, Social Science	Bensenville
Krahenbuhl, Orville, Industrial Arts	Rochelle
Kreutzer, Marion F., Social Science	Huntley
Krimel, Donald W., Physical Education	Chicago
Larson, Eleanore E., Later Elementary	Rockford
Leibacher, Irene, Early Elementary	Aurora
Leming, Marvel Ruth, Later Elementary	Maywood
Lindstrom, Olive, Early Elementary	Highland Park
Linnemeier, George H., Botany	Rochelle
Long, William, Social Science	Rockford
Longfield, Jeannette E., Speech	Melrose
Lovett, Mildred Marie, Home Economics	Winnebago
Lowe, Jessie Margaret, Early Elementary	Sycamore
McCornack, Leone J., Early Elementary	Elgin
Martensen, Frances B., English	Chicago
Matson, Vivian Evelyn, Physical Education	DeKalb
Miller, Robert C., Botany	Oak Park
Minerva, Jordan A., General Science	Chicago
Nelson, William M., Chemistry	DeKalb
Niedner, Lillian Marie, English	Downers Grove
Olson, Mary Ann, Music	Oswego
Panowski, John Bruce, General Science	Antioch
Parker, Mary Ann, Home Economics	Oak Park
Pavone, Laura Joan, Physical Education	Rockford
Plahm, Margaret Ella, Physical Education	Barrington
Pottenger, Kenneth A., Zoology	DeKalb
Price, Robert E., Physical Education	Brookfield
Redman, Betty Lois, Mathematics	Chicago
Reed, Helene, English	Woodstock
Rice, Catherine Irene, Early Elementary	Aurora
Richards, Edith Owens, Later Elementary	Elgin
Rissman, Ervin W., Later Elementary	Hinckley
Rix, John, Social Science	Joliet
Ross, Catherine M., Early Elementary	Muskegon Heights, Michigan
Rowe, Lois B., Later Elementary	Oak Park
Rueber, Kathryn Dana, English	Downers Grove
Sceresse, Jerry, Industrial Arts	Chicago Heights
Schimanski, Ralph G., Industrial Arts	Rochelle
Schold, Dorothy Beulah, Speech	DeKalb
Schulenburg, Margaret Louise, English	Lindenwood
Sharts, Paul Edward, General Science	Rock Falls
Sheffield, Lois Elizabeth, Early Elementary	Dixon
Small, Charles T., General Science	Fairdale
Smith, Donald R., Industrial Arts	Steward
Smith, Guinevere L., Later Elementary	Riverside
Smith, Perry L., Jr., General Science	DeKalb
Smith, William Stephen, Mathematics	Eyota, Minnesota

TEACHERS COLLEGE BOARD

Name and Curriculum	Home Address
Staugaard, John H., Industrial Arts.....	Chicago
Stegman, Frank R., Industrial Arts.....	Villa Park
Sullivan, Evelyn C., Home Economics.....	DeKalb
Sweet, Donald E., Industrial Arts.....	Milwaukee, Wisconsin
Taylor, Oliver, Social Science.....	Rockford
Terry, Richard R., Industrial Arts.....	Leland
Thermos, Mary J., Music.....	Cicero
Thiele, Dorothy L., Early Elementary.....	DeKalb
Thompson, Doris Jean, Home Economics.....	Harvey
Tyler, Margaret Jane, Early Elementary.....	DeKalb
Ulrich, Elvena Marie, Later Elementary.....	Maywood
Umbdenstock, Helen A., English.....	Hampshire
Walker, Helen Greeley, Later Elementary.....	DeKalb
Walkup, Lowell Edward, Later Elementary.....	Woodstock
Washburn, Doris W., English.....	Batavia
Weathers, Robert Burns, Mathematics.....	Aurora
Whitford, Philip Burton, General Science.....	Hinckley
Wickness, Lillian M., Physical Education.....	Steward
Wikel, Charles R., Jr., Social Science.....	Waukegan
Wiley, John Herbert, Speech.....	DeKalb
Willey, Edith Helen, Later Elementary.....	DeKalb
Williford, Mary Ruth, Later Elementary.....	Dixon
Wilson, Alberta, Later Elementary.....	Waterman
Wohrer, May E., Home Economics.....	Elburn
Wood, Muriel Irene, Music.....	Gary, Indiana
Young, Burns Byron, Social Science.....	DeKalb
Young, John, Physical Education.....	Rockford

JUNIOR COLLEGE

Andreas, Ardis, Later Elementary.....	Marengo
Berkes, Veronica M., Later Elementary.....	Sycamore
Broman, Elizabeth, Later Elementary.....	Rockford
Burden, Mary Eleanor, Rural.....	Tampico
Cazemier, Margaret, Later Elementary.....	Westmont
Conroy, Catherine Lucille, Early Elementary.....	Dixon
Danekas, Ruth Eleanor, Rural.....	Rochelle
Derrer, Ileen E., Rural.....	Lanark
Desmond, Maude, Later Elementary.....	Woodstock
Ege, Marian Emma, Rural.....	Fulton
Eklund, Carolyn Louise, Later Elementary.....	Rockford
Ellena, Lavona A., Rural.....	Marseilles
Engberg, Shirley Ann, Early Elementary.....	Rockford
Erickson, Verna M., Early Elementary.....	Ohio
Finkenbinder, Myrna R., Rural.....	Kent
Garman, Nancy Jane, Early Elementary.....	Freeport
Garrity, Marilyn, Early Elementary.....	Morris
Gillaspay, Lorraine R., Early Elementary.....	Rockford
Greenfield, Dorothy M., Rural.....	Forreston
Hardekopf, Ruth A., Later Elementary.....	Yorkville
Harris, Dorothy Anne, Rural.....	Earlville
Hart, Margaret Ann, Early Elementary.....	Woodstock
Hartman, Frances, Rural.....	Union
Hathorn, Lois A., Early Elementary.....	Leland
Heider, Violet Marie, Early Elementary.....	Woodstock
Hill, Ruth, Early Elementary.....	Creston
Hollister, Constance Patricia, Later Elementary.....	DeKalb
Hughes, Mary Paula, Intermediate.....	Ottawa
Hyland, Leatha Marcella, Rural.....	Lombard
Kelley, Ruth Ann, Early Elementary.....	Elgin
Kish, Anna F., Early Elementary.....	Aurora
Knutson, Phyllis, Later Elementary.....	Malta
Krupke, Darlene G., Rural.....	Clinton
Kurth, Alice M., Early Elementary.....	Ashton
Latta, Blanche Ellen, Early Elementary.....	Rock Falls
Loudon, Dorothy Elizabeth, Early Elementary.....	Aurora
Lowe, Marialyce, Early Elementary.....	Marengo
McCleary, Helen Jean, Rural.....	Polo
McClure, Rose Mary, Rural.....	Winnebago
McElroy, Frances, Later Elementary.....	Aurora
Madsen, Margaret, Later Elementary.....	Capron
Matlock, Roberta J., Rural.....	Marseilles
Mebert, Mary Jane, Later Elementary.....	DeKalb
Moore, Marie Gwendolyn, Early Elementary.....	Dixon
Murphy, June, Later Elementary.....	Aurora
Oberwise, Lillian, Rural.....	Harvard
Palmer, Shirley Mae, Rural.....	Stockton
Page, Ruth L., Early Elementary.....	Reedsburg, Wisconsin
Patterson, Wilma C., Early Elementary.....	Morrison
Paulson, Ferra, Early Elementary.....	Chicago

PROCEEDINGS

Name and Curriculum	Home Address
Peterson, Bonnie E., Later Elementary.....	DeKalb
Ralston, Anna E., Rural.....	Caledonia
Rewoldt, Bernice M., Rural.....	Caledonia
Richardt, Geraldine E., Early Elementary.....	West Chicago
Scidmore, Esther Marie, Rural.....	Ottawa
Sebby, Florence H., Early Elementary.....	Sheridan
Stroup, Oral M., Later Elementary.....	Crystal Lake
Traverse, Edith M., Later Elementary.....	Polo
Wales, Uva Mae, Rural.....	McConnell
Waltz, Myrtle C., Early Elementary.....	Wilmette
Ward, Verna Lee, Early Elementary.....	LaMoille
Warrington, Marian Rosa, Rural.....	Hampshire
Wenzel, Mary Louise, Early Elementary.....	Kirkland
Wilson, Glenda Kathryn, Rural.....	Egan
Wise, Betty Jane, Later Elementary.....	Rock Falls
Wise, Beulah Edith, Early Elementary.....	Dakota
Woods, Frances Jane, Early Elementary.....	Freeport
Woods, Helen Margaret, Early Elementary.....	Freeport
Yeager, Eloise Myra, Early Elementary.....	Pearl City

II. FACULTY

1. The college at DeKalb is the only one of the five teachers colleges in Illinois that has not had an administrative officer with the rank of dean. The various colleges classify this officer under the title "Dean of the College", "Dean of the Faculty", or "Dean of Instruction". The functions vary somewhat from institution to institution, but on the whole, they deal with approximately the same services. This officer is in addition to the two personnel officers, the dean of men and the dean of women who deal almost entirely with student life and student affairs. I have included a salary for such an officer in four of the six biennial budgets that I have prepared since I have been in DeKalb. However, I have found it difficult to get just the person to fill this position.

I am recommending at this time for the position of Dean of the Faculty, Mr. R. M. Zulauf, a member of the staff of the Department of Social Sciences. He will continue to teach one class. This appointment is a promotion within the faculty. Mr. Zulauf took his baccalaureate degree from Carleton College, Northfield, Minnesota, in 1924, with a major in Economics. He completed the work for his Master's degree at the University of Minnesota in 1931. His thesis study for his Master's degree was in the field of educational administration and supervision. He is now working toward his doctorate at Northwestern University, completing his thesis and examination requirements.

Mr. Zulauf taught social science for one year at the Deer River (Minnesota) High School. He taught economics and history for three years at the St. Cloud (Minnesota) Technical High School. During the time that he was in St. Cloud, he was director of the St. Cloud Public Evening School. This position involved responsibility for 26 teachers and an average attendance of 600 students. In 1928 he was appointed teacher of history and economics at the York Community High School, Elmhurst, Illinois. During this year he was offered an appointment at the Teachers College at DeKalb. He has com-

- pleted twelve years of teaching on the faculty here at the college. He has been active in faculty and student affairs, has been a member of the Faculty Council for three years, and has served on numerous faculty and inter-faculty committees. Mr. Zulauf will receive a salary of \$4,600 for twelve months, to be paid from Salaries and Wages. He will begin his work as dean on September 1, 1941.
2. At the last meeting of the Board I recommended that Mr. Carl Cramer's contract with this College be terminated, but that Mr. Cramer be given a year's extension of time. This proposal was in keeping with better professional practice. I conferred with Mr. Cramer concerning the action of the Board and explained to him the conditions that were set up for the year's extension of time. At his request, I presented him with a memorandum in writing dealing with the specific items that had been discussed with the Board committee and with him. I asked him for a reply as to whether he would be willing to accept the extension of time under the express conditions set up by this action. I have his reply, sent some ten days later, stating specifically that he is not willing to accept such an action. I wish to recommend to the Board that Mr. Cramer's contract be terminated as of June 6, 1941. Mr. Cramer is not teaching in the summer session this year.
 3. You will recall that a similar procedure was recommended in the case of Miss Blanche Davidson, Dean of Women. I find it impossible to arrive at a basis of cooperation with Miss Davidson due to the fact that she will accept neither the year's extension of time nor the factors set up to protect it. As a result of this situation, I wish to recommend to the Board that Miss Davidson's contract be terminated as of July 15, 1941. Since she is on the twelve months payroll and is entitled to two weeks vacation with pay, I suggest that she receive her full check for the month of July.
 4. I wish to submit the salary schedule for faculty and employees for this college year:

FACULTY PAYROLL FOR 1941-1942—NINE MONTHS

SALARIES AND WAGES

Anderson, Alma, Associate Professor and Department Head.....	\$ 2,600.00
Anderson, Miriam, Associate Professor and Department Head.....	2,600.00
Annas, A. Nell, Associate Professor and Department Head.....	3,465.00
Appell, Carl, Associate Professor and Teacher.....	2,850.00
Beatty, E. C. O., Professor and Director of Extension.....	3,420.00
Beals, R. G., High School Supervisor.....	500.00
Bellis, Bertha, Professor and Training Teacher.....	2,800.00
Bloomster, A. Maurine, Training Teacher Unclassified.....	2,250.00
Burrell, Blanche, Assistant Professor and Training Teacher.....	2,350.00
Burton, Emily, Assistant Professor and Training Teacher.....	2,250.00
To be supplied, Home Management and Training Teacher.....	2,150.00
Butterfield, George P., Teacher Unclassified.....	2,150.00
Cain, Lucile, Teacher Unclassified.....	2,300.00
Caldwell, Loren T., Associate Professor and Teacher.....	2,745.00
Coar, Birchard, Assistant Professor, Director of Band and Orchestra.....	2,600.00
Cobb, Lillian, Professor and Department Head.....	2,800.00
Connor, J. Hal, Professor and Department Head.....	3,420.00

PROCEEDINGS

To be supplied, Industrial Arts Teacher.....	\$ 2,400.00
Crawford, Ruth Inez, Teacher Unclassified (Part time).....	840.00
Crawford, Paul, Teacher Unclassified.....	2,400.00
DeLassus, Wilma, Assistant Professor and Teacher.....	2,350.00
Eaton, Durward, Teacher Unclassified.....	2,400.00
Edel, B. F., Assistant Professor and Teacher.....	2,540.00
Evans, George G., Assistant Professor and Department Head.....	3,300.00
Fouser, Charles, Associate Professor and Teacher.....	2,745.00
Gabel, Otto J., Professor and Teacher.....	3,200.00
Gordon, Lenore, Librarian.....	1,850.00
Gould, Howard W., Professor and Department Head.....	3,420.00
Gould, William C., Assistant Professor and Teacher.....	3,400.00
Hains, John R., Teacher Unclassified.....	2,800.00
Hall, Homer, Assistant Professor and Rural Supervisor.....	2,690.00
Hanby, Bernadine, Assistant Professor and Librarian.....	2,150.00
Harrison, Paul, Associate Professor and Teacher.....	2,950.00
Hayes, M. C., Associate Professor and Teacher.....	3,400.00
Hayter, Earl W., Associate Professor and Teacher.....	2,745.00
Hellmich, Eugene, Associate Professor and Teacher.....	2,900.00
Hill, Wilma, Assistant Professor and Teacher.....	2,400.00
Howell, Charles E., Associate Professor and Teacher.....	2,745.00
Jackman, Gladys, Teacher Unclassified (Part time).....	700.00
Jameson, Hugh, Professor and Teacher.....	3,420.00
Jenks, I. J., Assistant Professor and Teacher.....	2,690.00
King, Annie E., Assistant Professor and Training Teacher.....	2,150.00
McKee, Eva, Assistant Professor and Teacher.....	2,350.00
McKinzie, Ralph, Teacher Unclassified.....	2,300.00
McMahon, Eva, Assistant Professor and Head Librarian.....	2,450.00
Maybauer, Madeline, Assistant Professor and Training Teacher.....	2,150.00
Messenger, Helen R., Professor and Teacher.....	3,420.00
Montgomery, Charles, Professor and Department Head.....	3,650.00
Neptune, Celine, Associate Professor and Department Head.....	3,000.00
Neptune, Katherine, Assistant Professor and Librarian.....	2,150.00
Oakland, Milo T., Assistant Professor and Department Head.....	3,400.00
O'Brien, Marguerite, Assistant Professor and Training Teacher.....	2,150.00
O'Connell, William, Assistant Professor and Department Head.....	2,500.00
Peterson, Bena, Assistant Professor and Training Teacher.....	2,250.00
Pratt, Bertha, Assistant in Library.....	1,200.00
Resnikow, Sylvia, Assistant Professor and Teacher.....	2,250.00
Seed, Mary Jane, Assistant Professor and Teacher.....	2,200.00
Small, B. Mae, Assistant Professor and Teacher.....	2,400.00
Stelford, Norma, Assistant Professor and Teacher.....	2,500.00
Stensland, Minnie, Assistant Professor and Teacher.....	2,250.00
Storm, William B., Associate Professor and Department Head.....	3,490.00
Taylor, E. Ruth, Assistant Professor and Teacher.....	2,400.00
Terwilliger, George, Assistant Professor and Teacher.....	2,500.00
Trager, Lela, Assistant Professor and Teacher.....	2,250.00
Uhland, Maude, Associate Professor and Teacher.....	2,800.00
Valentine, Bessie, Rural Training Teacher.....	590.00
Vincent, Grace, Rural Training Teacher.....	590.00
Whittaker, Milo L., Professor and Department Head.....	3,800.00
Wiggert, Elsie, Assistant Professor and Teacher.....	2,150.00
Williams, Esther, Training Teacher Unclassified.....	2,250.00
Williams, Mary, Assistant Professor and Teacher.....	3,250.00
Wiswall, Vera, Assistant Professor and Teacher.....	2,250.00
Woolhiser, Ethel, Associate Professor and Teacher.....	3,100.00
Yoakam, Doris G., Associate Professor and Teacher.....	2,500.00
Total—Faculty Payroll—Nine Months.....	\$186,325.00

FACULTY, WILLISTON HALL AND EMPLOYEES—TWELVE MONTHS

INCOME FUND

Anderson, Amanda, Domestic.....	\$ 715.00*
Boyle, Alice, Domestic.....	655.00*
Daugherty, Charles, Janitor.....	1,500.00
Daugherty, Charlotte, Assistant Cook.....	835.00*
Jacox, George, Laborer.....	1,500.00
Johnson, Charlotte, Domestic.....	715.00*
McClelland, Mollie, Domestic.....	660.00*
Mathaly, Walter, Fireman.....	1,500.00
Morrison, Donald, Dietician and College Nurse.....	2,400.00*
Nix, Grace E., Director of Williston Hall.....	2,400.00*
Ough, Marion, Domestic.....	835.00*
Swanson, Theodore, Laborer.....	1,320.00
Tadd, Ida, Domestic.....	660.00*
Wiltse, Emma, Domestic.....	770.00*
Total—Faculty, Williston Hall and Employees—Twelve Months.....	\$16,465.00

* On 11 Months Basis

TEACHERS COLLEGE BOARD

PRESIDENT AND EMPLOYEES FOR 1941-1942

SALARIES AND WAGES—TWELVE MONTHS

Adams, Karl L., President.....	\$ 6,750.00
Adams, E. Louise, Assistant Professor Emeritus.....	1,390.00
Barauski, Anton, Janitor.....	1,500.00
Barbatti, Marie, Assistant Stenographer.....	1,260.00
Benesh, Lewis C., Physician and Director of Health Service.....	3,450.00
Bjelk, Nels, Janitor.....	1,560.00
Campbell, Alexander, Laborer.....	1,500.00
Clark, James A., Stationary Engineer and Head Engineer.....	2,320.00
Cline, Helen, Bookkeeper.....	1,600.00
Dean of Women.....	3,600.00
Ebbeson, Andrew, Fireman.....	1,500.00
Eychaner, P. J., Janitor.....	1,370.00
Fink, Stuart D., Principal of Training School.....	*3,500.00
Groves, Leta, Junior Stenographer.....	1,200.00
Gustafson, Linda, Secretary, Assistant to dean of women.....	1,500.00
Harden, Halstead, Fireman.....	1,500.00
Hart, Joseph, Janitor.....	1,380.00
Hiatt, Fred, Laborer.....	1,500.00
Hickey, Robert, Laborer.....	1,260.00
Homan, Fred C., Stationary Engineer.....	1,600.00
Johnson, Arthur F., Superintendent of Buildings.....	2,100.00
Johnson, Olive S., Head Bookkeeper.....	1,950.00
Jorgensen, Florence, Principal Stenographer.....	1,600.00
Koski, Frances, Junior Stenographer.....	1,320.00
Liefheit, Edith, Registrar.....	2,640.00
Long, Taylor, Laborer.....	1,200.00
Mann, Jessie R., Assistant Professor Emeritus.....	1,450.00
Martinson, Leslie, Laborer.....	1,260.00
Merritt, L. Eveline, Assistant Professor Emeritus.....	1,450.00
Mobeck, Andrew, Laborer.....	1,500.00
Oberg, Otto, Janitor.....	1,500.00
Pantilla, Anna, Laborer.....	1,120.00
Parson, S. F., Professor Emeritus.....	1,800.00
Peterson, O. E., Department Head and Director of Placement.....	5,425.00
Romeis, Franz J., Business Manager.....	3,600.00
Simonson, Ida S., Professor Emeritus.....	1,770.00
Sparrow, Floyd, Laborer.....	1,260.00
Sperling, Clara, Secretary to the President.....	1,800.00
Street, Paul, Director of Public Relations and Alumni Secretary.....	2,650.00
Swinbank, William, Superintendent of Grounds.....	2,100.00
Taylor, Clarence, Carpenter.....	2,250.00
Zulauf, R. M., Dean of the Faculty.....	4,600.00
To be supplied, Dean of Men.....	3,600.00
To be supplied, Director of Training.....	4,500.00
To be supplied, Assistant Stenographer (Training School).....	960.00
To be supplied, Stationary Engineer.....	1,600.00
Student Assistants.....	6,100.00
Pro Rata Training Teachers, Elementary and Secondary.....	12,000.00
Student Help.....	9,500.00
Total, President and Employees—Twelve Months.....	\$125,845.00

* 11 Months Basis.

III. OTHER SCHOOL EMPLOYEES—No report.

IV. THE ORGANIZATION

I wish to report for the information of the Board concerning our year's program with the Civilian Pilot Training program under the direction of the Civil Aeronautics Administration.

This program was inaugurated at DeKalb shortly after the beginning of the fall quarter last year. Our program called for a maximum of twenty students in each of two units offered during the year. The ground course program, consisting of Meteorology and Navigation, was handled by regular members of the college faculty, Mr. Milo T. Oakland, and Mr. George P. Butterfield, as extra class activities. They were given additional salary from the money paid by the federal government for this instruction.

The faculty members in charge of this work feel that the record made by the College in this program was very satisfactory. Thirty-two students out of a total of forty were successful in their efforts to complete the course and passed the examinations set up by the Government. While these students seemed very happy over their accomplishment, the College authorities feel that these courses have demanded a great deal of time and a great deal of hard work. The administration has received recommendations from these faculty people that this work be offered for College credit as it compares quite favorably in content and material with other work of College grade in these same areas. If this were done, students would not be permitted to take this flying work as an extra load. At the present time, this program represents the only specific outside contribution to national defense conducted under College direction.

V. THE CURRICULUM

The College Curriculum Committee will make an intensive study of the curriculum during the next College year but no radical changes have been made for the coming year. The committee has met several times to study proposed changes and make recommendations and probably there will be a great many changes next year due in part to the change from the two-year to the four-year program as the certification bill becomes law. Our catalog is now in the hands of the printer and copies will be mailed to Board members as soon as possible.

VI. BUILDINGS AND GROUNDS

I wish to report for the information of the Board that the work on the new Science Building is progressing nicely. The excavation of the sub-basement, the forms for the footings and walls, are practically complete. The services, water, sewer, and the like, are in the building. Yesterday the steel reinforcements were placed in these forms, and this morning the first concrete will be poured. Both the College and the City of DeKalb are tremendously enthusiastic over the prospect of the new building.

VII. AUXILIARY ENTERPRISES

The Normal School Income Fund shows the following report from April 1, 1941, to June 30, 1941:

RECEIPTS	
Surplus from 60th Biennium, September 30, 1939.....	\$ 15,473.99
Cash Received from April 1 to June 30, 1941	
Board and Room, Williston Hall.....	\$13,748.50
Meals, Williston Hall.....	775.40
Registration Fees (includes scholarships).....	11,729.00
Transcript Fees	94.00
Library Fines	125.00
McMurry Book Rental.....	9.83
Miscellaneous Collections	364.32
	26,846.05
Previously Reported, July 1, 1939, to March 31, 1941.....	160,376.11
Total Available, Income Fund, June 30, 1941.....	\$202,696.15

TEACHERS COLLEGE BOARD

EXPENDITURES

Salaries	\$ 12,167.66
Telephone	49.00
Motor Express	1.47
Office Supplies	155.37
Fuel	1,187.22
Food	3,957.91
Household Supplies	949.52
Laboratory Supplies	308.78
Power Plant Supplies	278.77
Library and Amusements	163.53
Water	559.74
School Supplies	1,258.53
Miscellaneous Supplies	443.70
Furniture and Fixtures	241.73
Building Repairs	405.35
Machinery Repairs	145.09
Sewer Repairs	11.33
Miscellaneous Repairs	44.42
Office Equipment	121.55
Books and Maps	48.56
Recreational Equipment	65.36
Instruments and Apparatus	87.64
Household Equipment	136.24
Tools	44.93
Travel	2,851.35
	\$ 25,684.75
Previously Reported, July 1, 1939—	
March 31, 1941	166,327.77
	\$192,012.52
Balance, June 30, 1941	\$ 10,683.63

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Action is requested on the following:

1. Approval of the awarding of degrees and diplomas to the students who completed their work at the close of the spring quarter, June 5, 1941.
2. Approval of the appointment of Mr. R. M. Zulauf as dean of the faculty at the salary indicated.
3. Approval of the termination of contract for Mr. Carl Cramer as of June 6, 1941.
4. Approval of the termination of contract for Miss Blanche Davidson as of July 15, 1941.
5. Approval of the salary schedule for faculty and employees for the year 1941-1942.

Respectfully submitted,

KARL L. ADAMS, *President.*

REPORT OF THE EASTERN ILLINOIS STATE TEACHERS COLLEGE, CHARLESTON For the Meeting in Chicago, July 9, 1941

To the Chairman, Secretary, and Members, The State Teachers College Board:

LADIES AND GENTLEMEN: The following report on the Eastern Illinois State Teachers College at Charleston is hereby presented for your consideration:

I. STUDENTS

1. Summer School Attendance:

Summer school enrollment for 1941 totals 690. Although a decrease of 95, or 12 per cent from the peak enrollment of the last five years (785 in the summer of 1940), the enrollment is considerably above the 550 students we had estimated. Summer school enrollments for the last five years have been:

1937—677 students	1940—785 students
1938—690 students	1941—690 students
1939—673 students	

2. June Graduates:

a. The following students completed the requirements of a four-year curriculum, and are recommended to receive the Bachelor of Education degree as of June 6, 1941:

1. Anderson, Katherine, Elementary Education—History.....Flora
2. Barden, Russell Snowden, Industrial Arts—Social Science.....Goldsboro, N. C.
3. Beal, Anna Rae, Elementary Education—Art.....Lancaster
4. Behrend, Alyce Marie, Commerce—Social Science.....Mattoon
5. Bixler, Florence Louise, Home Economics—English, Chemistry.....Sidell
6. Boley, Robert Eldon, Social Science—English, Geography.....Charleston
7. Bolin, Mary Ellen, Speech—Commerce, English, Social Science.....Centralia
8. Bowen, Riley LaFrone, Zoology, Geography—Botany.....Charleston
9. Brown, Oliver Wendell, Commerce—History, Physical Education.....Highland
10. Bullerman, Evelyn Margaret, Commerce—Social Science.....Shumway
11. Burgener, Frances Louise, Social Science—Physical Ed., Geography.....Assumption
12. Burton, Alice Maxine, English—Speech, Latin.....Muncie
13. Cain, Doris Wyota Brown, Commerce—Social Science.....Charleston
14. Challacombe, Wayne Birkenmayer, Ind. Arts—Social Science, Phys. Ed...Medora
15. Glossom, Rex DeWayne, Chemistry—Physics, Mathematics.....Charleston
16. Cutler, Margaret Ruth, Music—French, English.....Pana
17. Dappert, Dwight Max, Industrial Arts—Art.....Effingham
18. Davis, Dean Bull, Industrial Arts—Physics, Mathematics.....Charleston
19. Donahue, Rosemary Ann, Elementary Education—Social Science, English.....Charleston
20. Dowler, Anita Louise, Home Economics—Botany.....Charleston
21. Ellis, Emily Marie, Latin—English, French.....Neoga
22. Finley, Martha Margaret, Home Economics—English, Chemistry.....Bridgeport
23. Fisher, Elma Elizabeth Askins, English—French.....Lakewood
24. Fleming, Mary Louella, Home Economics—Biology, Chemistry.....Sullivan
25. Galbreath, Edwin Carter, Zoology—Botany.....Ashmore
26. Garner, Jennie Eleanor, Home Economics—English.....Charleston
27. Goble, Eleanor May, Home Economics—Social Science.....Westfield
28. Greer, Martha Lucille, Elementary Education—Mathematics, Music...Bourbonnais
29. Hollman, Norma Janet, Latin—English, French.....Charleston
30. Huckleberry, Ellen Rose, Home Economics—Art, Chemistry.....Charleston
31. Hudson, Arnilda May, Home Economics—Chemistry, Speech.....Charleston
32. Hyman, Rosetta Mae, Speech—Music, English.....Decatur
33. Jenkins, Charles Kenneth, Commerce—Social Science.....Charleston
34. Kennard, Ephraim Hayes, Social Science—Physical Education.....Keensburg
35. Kilgore, Carolyn Love, Speech, English—French.....Danville
36. Kirchhofer, Ervin George, Mathematics—Social Science, Physics, Com...Shumway

TEACHERS COLLEGE BOARD

37.	Leist, Margery Jane, Social Science—Chemistry, English.....	Charleston
38.	Levitt, James Dean, Speech—English, Social Science.....	Charleston
39.	Maas, Paul A. C., Industrial Arts—Physics.....	Olney
40.	Markwell, Bertha Grace, Elementary Education, Geography—Soc. Sci.....	Brookfield
41.	Matheny, Clarence LaVerne, Physical Education—Chemistry, Soc. Sci.....	Mattoon
42.	McConnell, Russell Ellsworth, Physical Education—Social Science.....	Ambia, Ind.
43.	McElroy, Wilbur Pershing, Social Science—Physics, Physical Education.....	Homer
44.	McKelfresh, Emmet Harold, Social Science—Geography.....	St. Francisville
45.	McKinney, Carolyn Veree, Home Economics—Chemistry.....	Albiou
46.	McNutt, Ida Margaret, Home Economics—English, Physical Education.....	Charleston
47.	McWilliams, Irene, Home Economics—Music.....	Virden
48.	Meyer, Frances Virginia, Home Economics—Art, Chemistry.....	Charleston
49.	Miller, Lester Harold, Social Science—English.....	Tower Hill
50.	Miller, Lloyd Francis, Industrial Arts—Geography, Music.....	Brownstown
51.	Monts, Jack Anthony, Commerce—Social Science.....	Charleston
52.	Nantkes, Elaine Vivian, Mathematics—Social Science, Physics.....	Witt
53.	Newgent, Jack Redman, Industrial Arts—Physical Education.....	Mattoon
54.	Pankey, Burl Wood, Social Science—Geography, Physical Education.....	Lovington
55.	Potts, Raymond William, Music—Social Science.....	Villa Grove
56.	Ray, Leovotto Delphine, Elementary Education—Social Science.....	Lovington
57.	Reinke, Marie Elizabeth, Social Science—English, Speech.....	Nokomis
58.	Rhodes, Betty Lucille, Home Economics—Physical Education.....	Medora
59.	Rhodes, Katherine Eloise, Latin—English, French.....	Charleston
60.	Richardson, Ben Harrison, Zoology—Botany.....	Keensburg
61.	Schuch, Marjorie, Commerce—Social Science.....	Newton
62.	Schwartz, Edward, Jr., Physics—Mathematics.....	Ashmore
63.	Sims, Edward Kyle, Mathematics—Industrial Arts.....	Indianapolis, Ind.
64.	Smith, Donald G., Botany—Zoology, Geography.....	Charleston
65.	Smith, Helen Elizabeth, Commerce—Social Science.....	Charleston
66.	Spurlin, Orval, Physical Education—Social Science, Biology.....	Vandalia
67.	Stovall, Vernon Leslie, Chemistry—Biology, Mathematics.....	Atwood
68.	Sullivan, Kathleen Mary, Elementary Education—History, Geography.....	Brocton
69.	Taylor, Edna Irene, Home Economics—Chemistry, Physical Education.....	Charleston
70.	Taylor, Maurice Rex, Elementary Education—Social Science, Geography.....	Greenup
71.	Thomas, Helen Jean, Home Economics—English, Chemistry.....	Charleston
72.	Thomas, William Wilson, Botany—Zoology, Geography.....	Charleston
73.	Thompson, Lucile, Elementary Education, English—Social Sci.....	Indianapolis, Ind.
74.	Tripp, Robert Edward, English—Social Science, Geography.....	Charleston
75.	Veck, Blanche Alma, Elementary Education, Geography—English.....	Waukegan
76.	Walton, Eldred Lothaire, Zoology—Agriculture, Botany.....	Kansas
77.	Warber, Naomi Wilholt, Botany—Speech.....	Charleston
78.	Ward, Joe Dee, Physical Education—Industrial Arts, Social Science.....	Charleston
79.	Wilson, Llewellyn McCollister, Industrial Arts—Commerce.....	Shipman
80.	Witt, Emily Marie, Commerce—Social Science.....	Mattoon
81.	Wood, Cleo Esther, Elementary Education, History—Geography.....	Decatur
82.	Worland, John David, Mathematics—Physics, Social Science.....	Neoga
83.	Wright, Paul Edward, Mathematics—Physical Science, Biology.....	Casey
84.	Wyeth, James Harry, Commerce—Social Science.....	Hindsboro
Total Degree Graduates.....		84

b. The following students completed the requirements of a two-year curriculum, and are recommended to receive the Junior College diploma as of June 6, 1941:

1.	Appel, Edith Ann.....	Trenton
2.	Baker, Martha Jean.....	Mattoon
3.	Barker, Eula Ellen.....	Cisne
4.	Bogges, Irene.....	Ridgefarm
5.	Burkybile, Martha Jane.....	Marshall
6.	Dole, Isabel.....	Mattoon
7.	Hilligoss, Dorothy Marie.....	Windsor
8.	Hitchens, Emma Jane.....	Danville
9.	Hoppe, Virginia Ann.....	Carlyle
10.	Hunsaker, Gertrude Elma.....	Danville
11.	Johnson, Katherine Jean.....	Clinton
12.	Kranner, Mildred Kathryn.....	Worden
13.	Liggett, Leone Ruth.....	Muncie
14.	McKinney, Lillian Nadean.....	Bogota
15.	Moran, Dorothy Isabell.....	Trilla
16.	Myers, Helen Louise.....	Indianola
17.	Olson, Audrey Marilyn.....	St. Elmo
18.	Perkins, Gwendolyn Ella.....	Grand Chain
19.	Phillips, Doris Maurine.....	Pesotum
20.	Quick, Aurdey Irene.....	Robinson
21.	Shaw, Leola May.....	Sumner
22.	Siverly, Venisa Lorene.....	West Union
23.	Streiff, Norma Maurine.....	Greenville
24.	Stuebe, Phyllis Ann.....	Longview
25.	Vernon, Lillian Drury.....	E. St. Louis
26.	Wade, Eleanor Maudeline.....	Greenup
27.	West, Marjorie Mae.....	Tuscola
28.	Woerner, Irma Jean.....	Farina
29.	Wright, Sophia Faye.....	Casey
Total Diploma Graduates.....		29

II. FACULTY

1. Summer School changes:

Since the approval of the summer school faculty at the April 7, 1941, meeting, the following changes have become necessary:

- a. Marvin Smith, A.M., Instructor in Commerce, from half-time to full-time at a salary of \$430 for the summer, payable \$77.00 in June, \$247.25 in July and \$105.75 in August.
 - b. Inga E. Brown, A.M., Critic Teacher of the Rural Demonstration Room, seven instead of six weeks' service, payable \$128.70 for June, \$269.10 for July and \$11.70 for August.
 - c. Neal M. Bowers, A.M., as Instructor in Geography, vice Wilfrid Kelley, resigned in order to attend summer school, at the same salary of \$450 for eight weeks.
 - d. Bryan Heise, Ph.D., Director of Extension Service, \$100 additional salary for the month of August in order to further extension plans, with August salary totalling \$196.
 - e. Walter Klehm, Ed.D., Head of the Department of Industrial Arts and Director of the N. Y. A. and National Defense programs, an increase of \$144.50 in August salary for supervision, with August salary totalling \$340.00, his regular salary.
 - f. David E. Parker, A.M., and Norman Hannah, A.M., Instructors in the summer school of the Mattoon High School, \$25 each on the July payroll for services as part-time critic teachers for eight weeks.
2. Leaves of absence :
- a. Cleobelle Harrison, A.M., Instructor in Art, for the school year 1941-42, without salary, in order to do graduate study at New York University.
 - b. Emily V. Baker, to continue study at Columbia University for one-half school year 1941-42.
3. Resignations :
- a. Lucille Magruder, M.S., Instructor in Home Economics for the last two years, in order to remain with her family in Colorado.
 - b. Sidney B. Goff, M.D., College Physician, in order to return to private practice, effective September 1, 1941.
4. New faculty :
- a. Ruth Paul, B.A., Milton College, 1932; B.S. in L.S., University of Illinois, 1940, as substitute assistant librarian, vice Louise Stubblefield on leave of absence for study, at a salary of \$1,440 for nine months.
 - b. Verna N. Geoffrion, B.Ed., University of Toledo, 1940; A.M., University of Michigan, 1941, as substitute Instructor in Physical Education for Women, vice Edith Haight, on leave of absence for study, at a salary of \$1,200 for the six months of the Fall and Winter Quarters, 1941-42.

TEACHERS COLLEGE BOARD

- c. Wilma Warner, B.Ed., Western Illinois State Teachers College, 1934; M.S., Iowa State College, 1938, as Instructor in Home Economics vice Lucille Magruder, resigned, at a salary of \$1,800 for nine months.
5. Change of status:
 - a. Promotion in rank from Assistant Professor to Associate Professor is recommended for:
Harold M. Cavins, Ed.D.
 - b. Promotion in rank from Instructor to Assistant Professor is recommended for:
Winnie Davis Neely, A.M. Robert A. Warner, A.M.
Mabel Hupprich, M.S. Margaret Donley, A.M.
Grace Williams, A.M. Leah Stevens, S.M.
Gertrude Hendrix, A.M., M.S. Edith Levake, A.M.
Gilbert Carson, A.M. Ruth Carman, A.M.
 - c. Walter D. Albert, Ph.D., Assistant Professor of Chemistry, extension of the probationary period thru the school year 1941-42.
6. Faculty and Employees for 1941-42:

The following list of faculty and employees is recommended for the nine months school year 1941-42 and for the twelve months fiscal year, July 1, 1941-June 30, 1942, in the positions, ranks and salaries as indicated:

NINE MONTHS FACULTY (* Indicates Department Head)			
Name, Degree and Ranking	Salary 1940-41	Salary 1941-42	
ART:			
Whiting, Mildred (1936) Ph.D.*, Associate Professor.	\$ 2,700.00	\$ 2,700.00	
Harrison, Cleobelle (1939), A.M., Instructor..... (graduate study at N. Y. Univ. during 1941-42)	1,935.00	(leave)	
(Substitute), A.M., Instructor.....		1,935.00	
McKinney, Alice (1928), A.M., Instructor.....	1,890.00	1,890.00	
(Transferred), A.M., Instructor.....		1,800.00	
BIOLOGICAL SCIENCES:			
Botany:			
Stover, Ernest L. (1923), Ph.D.*, Professor.....	3,510.00	3,510.00	
Thut, Hiram Fred (1932), Ph.D., Assistant Professor	2,610.00	2,700.00	90
Hygiene:			
Cavins, Harold M. (1928), Ed.D.*, Associate Professor	2,610.00	2,700.00	90
ZOOLOGY:			
Spooner, Charles S. (1919), Ph.D.*, Professor.....	3,240.00	3,240.00	
Scruggs, Walter M. (1929), M.S., Assistant Professor (expects Ph.D. from Harvard Univ. in Jan., 1942)	2,610.00	2,700.00	90
COMMERCE:			
Thompson, James M. (1937), Ed.D.*, Associate Prof.	2,880.00	2,880.00	
Dickerson, Earl S. (1935), M.S., Assistant Professor (expects Ed.D. from N. Y. Univ. in August, 1941)	2,160.00	2,430.00	270
Robinson, Stanley C. (1939), A.M., Instructor.....	1,890.00	1,980.00	90
Hunter, Jessie M. (1937), A.M., Instructor.....	1,800.00	1,890.00	90
EDUCATION:			
Reinhardt, Emma (1927), Ph.D.*, Professor.....	3,240.00	3,240.00	
Zeigel, William (1935), Ph.D., Associate Professor.	2,610.00	2,700.00	90
Heise, Bryan (1937), Ph.D., Associate Professor.. (and Director of Extension Service)	2,880.00	2,880.00	
Olsen, Hans C. (1938), Ph.D., Associate Professor.. (and Director of Off-Campus Teaching)	2,610.00	2,700.00	90

PROCEEDINGS

Name, Degree and Ranking	Salary 1940-41	Salary 1941-42	
ENGLISH:			
McKinney, Isabel (1904), A.M.*, Professor.....	\$3,600.00	\$3,600.00	
Widger, Howard DeForest (1912), Ph.D., Professor	3,600.00	3,600.00	
Andrews, Franklyn L. (1929), A.M., Assoc. Prof...	2,835.00	2,835.00	
Waffle, Eugene M. (1926), Ph.D., Associate Prof...	2,610.00	2,700.00	90
Shiley, Robert A. (1931), Ph.D., Associate Prof...	2,610.00	2,700.00	90
Neely, Winnie D. (1934), A.M., Assistant Professor.	2,160.00	2,160.00	
FOREIGN LANGUAGE:			
Guinagh, Kevin (1931), Ph.D.*, Associate Prof....	2,880.00	2,880.00	
Michael, Elizabeth (1930), A.M., Assistant Prof....	1,980.00	2,070.00	90
GEOGRAPHY:			
Carls, Norman (1940), Ph.D.*, Associate Professor.	2,700.00	2,700.00	
Harris, Ruby M. (1923), M.S., Associate Professor..	2,700.00	2,700.00	
Zeller, Rose (1930), Ph.D., Assistant Professor....	2,520.00	2,520.00	
HOME ECONOMICS:			
Morris, Sadie O. (1939), Ph.D.*, Associate Prof...	2,700.00	2,700.00	
Lyons, Mary E. (1939), Ph.D., Assistant Professor.	2,250.00	2,250.00	
Magruder, Agnes L. (1940), A.M., Instructor.....	1,800.00	(resigned)	
Warner, Wilma (1941), A.M., Instructor.....		1,800.00	
Schmalhausen, Ruth (1937), A.M., Assistant Prof..	1,800.00		
(Graduate study at Pennsylvania State College during 1941-42)			
(Substitute), A.M., Instructor		1,800.00	
INDUSTRIAL ARTS:			
Klehlm, Walter A. (1938), Ed.D.*, Assoc. Prof....	3,060.00	3,060.00	
Hughes, Wayne P. (1923), A.M., Assistant Prof....	2,700.00	2,700.00	
(Expects Ed.D. from New York University in August, 1941)			
Landis, Russell H. (1930), Ed.D., Assistant Prof...	2,520.00	2,700.00	180
Shake, Shelby S. (1938), M.S., Instructor.....	1,800.00		
(Director of N.Y.A. Construction Project, salary federally paid)			
White, Clarence M. (1939), M.S., Instructor.....	1,800.00		
(Dropped because of probable decrease in enrollment)			
LIBRARY:			
Booth, Mary J. (1904), B.L.S.*, Associate Prof....	2,880.00	3,015.00	135
Smith, May (1931), M.S. in L.S., Instructor.....	1,800.00	1,800.00	
Duggleby, Esther (1935), M.S., in L.S., Instructor...	1,710.00	1,800.00	90
Love, Harriet (1932), M.S. in L.S., Instructor.....	1,710.00	1,800.00	90
Stubblefield, Louise (1939), B.S. in L.S., Instructor	1,350.00	(leave)	
(Graduate study at Columbia University during 1941-42)			
Paul, Ruth (substitute), B.S. in L.S., Instructor...		1,440.00	
MATHEMATICS:			
Taylor, Edson H. (1899), Ph.D.*, Professor.....	4,500.00	4,500.00	
Allen, Fiske (1913), A.M., Professor.....	3,600.00	3,600.00	
Hostetler, Ruth (1931), A.M., Instructor.....	2,430.00	2,430.00	
MUSIC:			
Dvorak, Leo J. (1940), Ph.D.*, Associate Prof....	2,700.00	2,700.00	
Anfinson, Rudolph D. (1940), Ph.D., Asst. Prof...	2,250.00	2,520.00	270
Hanson, Ethel (1927), A.M., Instructor.....	2,025.00	2,115.00	90
Warner, Robert A. (1938), M.Mus., Asst. Prof....	1,980.00	2,160.00	180
Johnson, M. Irene (1939), M.Mus., Instructor.....	1,800.00	1,890.00	90
Johnson, Donald E. (1940), A.M., Instructor.....	1,800.00	1,800.00	
PHYSICAL EDUCATION:			
Men:			
Lantz, Charles P. (1911), Ph.D.*, Assoc. Prof....	3,105.00	3,105.00	
Angus, Winfield S. (1932), M.S., Assistant Prof...	2,250.00	2,250.00	
Carson, Gilbert (1936), A.M., Assistant Professor..	2,250.00	2,250.00	
Women:			
McAfee, Florence (1924), Ed.D.*, Associate Prof...	2,700.00	2,700.00	
Hupprich, Mabel (1934), M.S., Assistant Professor.	2,160.00	2,160.00	
Haight, Edith C. (1938), A.M., Instructor.....	1,800.00	2,070.00	90
(Expects Ed.D. from New York University in January, 1942)			
PHYSICAL SCIENCES:			
Chemistry:			
Phipps, Harris E. (1931), Ph.D.*, Associate Prof...	2,880.00	2,880.00	
Albert, Walter D. (1939), Ph.D., Assistant Prof...	2,430.00	2,430.00	
Coppock, William H. (1939), Ph.D., Assistant Prof..	2,250.00	2,430.00	180
Physics:			
Railsback, Ora L. (1924, Ph.D.*, Professor.....	3,420.00	3,420.00	
Verwiebe, Frank L. (1934), Ph.D., Assistant Prof...	2,520.00	2,610.00	90
SOCIAL SCIENCES:			
Thomas, Simeon E. (1906), LL.D.*, Professor.....	3,735.00	3,735.00	
Coleman, Charles H. (1926), Ph.D., Assoc. Prof...	2,880.00	2,880.00	
Seymour, Glenn H. (1929), Ph.D., Associate Prof...	2,880.00	2,880.00	
Alter, Donald R. (1934), Ph.D., Assistant Prof....	2,610.00	2,610.00	
Wood, William G. (1938), Ph.D., Assistant Prof...	2,250.00	2,430.00	180
SPEECH:			
Ross, J. Glenn (1934), Ph.D.*, Associate Professor..	2,880.00	2,880.00	
Williams, Grace M. (1937), A.M., Assistant Prof...	1,980.00	2,070.00	90

TEACHERS COLLEGE BOARD

Name, Degree and Ranking	Salary 1940-41	Salary 1941-42	
TEACHERS COLLEGE HIGH SCHOOL:			
Rothschild, Donald A. (1934), Ph.D.*, Assoc. Prof..\$	2,970.00	\$ 2,970.00	
(Principal and Associate Professor of Education)			
Ellington, Lena B. (1920), A.M., Instructor.....	2,610.00	2,610.00	
Carman, Ruth (1914), A.M., Assistant Professor...	2,610.00	2,610.00	
Hendrix, Gertrude (1930), A.M., Assistant Prof....	2,610.00	2,610.00	
Poos, Roberta (1935), A.M., Instructor.....	2,160.00	2,160.00	
Van Horn, Paris J. (1935), M.S., Instructor.....	2,025.00	(leave)	
(On leave as Captain U. S. Army Engineer Corps)			
Blake, Raymond (1941), A.M. (Substitute).....		1,890.00	
Smith, Marvin (1940), A.M., Instructor.....	1,935.00	1,935.00	
Fischer, Oliver W. (1937), A.M., Instructor.....	1,890.00	1,890.00	
Marks, Ica (1932), M.S., Instructor.....	1,890.00	1,890.00	
Fessenden, Seth A. (1938), Ph.D., Assistant Prof...	2,160.00	2,340.00	180
(Received Ph.D. from New York University in June, 1941)			
(Transferred), A.M., Instructor.....		1,800.00	
TEACHERS COLLEGE ELEMENTARY SCHOOL:			
Edwards, Arthur U. (1937), Ph.D.*, Assoc. Prof....	2,610.00	2,700.00	90
Levake, Edith (1924), A.M., Assistant Professor...	2,610.00	2,610.00	
Stevens, Leah (1920), S.M., Assistant Professor....	2,610.00	2,610.00	
Baker, Emily V. (1935), A.M., Instructor.....	2,025.00	2,115.00	90
Bankson, Bernice (1933), A.M., Instructor.....	2,025.00	2,115.00	90
Arnold, Myrtle (1930), A.M., Instructor.....	2,115.00	2,205.00	90
Saunders, Nannilee (1935), A.M., Instructor.....	2,115.00	2,205.00	90
Thompson, Oliva M. (1937), A.M., Instructor.....	1,980.00	2,070.00	90
Donley, Margaret B. (1935), A.M., Asst. Prof....	2,340.00	2,340.00	
Thompson, Mary (1930), R.N., Nurse.....	1,575.00	1,575.00	
Total Nine Months Salaries.....	\$216,180.00	\$219,960.00	
AFFILIATED SCHOOLS:			
Humboldt Community High School:			
Greer, Howard, A.M., Principal.....	\$ 630.00	\$ 675.00	
(One-half as Principal of Humboldt Elementary School)			
Armer, Eugene, A.M., Science-Coach.....	270.00	270.00	
Poorman, Elizabeth, A.B., English.....	270.00	270.00	
Hitt, Geraldine, B.S., Home Economics.....	225.00	270.00	
Weihmeir, Loretta F., B.S., Commerce.....	180.00	225.00	
Kansas Community High School:			
Roberts, John C., A.M., Principal.....	225.00	225.00	
Swearingen, Juanece, M.S., Home Economics.....	225.00	225.00	
Durham, Evelyn, B.Ed., Commerce.....	225.00	225.00	
Humboldt Elementary School:			
Bromley, Richard, B.Ed., 5-8 Grades.....	315.00	360.00	
Mansfield, Faye, B.Ed., 1-4 Grades.....	315.00	360.00	
Clear Springs Rural School:			
Albers, Glenna S., B.Ed., 1-8 Grades.....	400.00	450.00	
Oak Grove Rural School:			
Price, Ruby Sarah, B.Ed., 1-8 Grades.....	415.00	460.00	
Muddy Point Rural School:			
Johnson, Mabel, B.Ed., 1-8 Grades.....	325.00	375.00	
Total Affiliated School Salaries.....	\$ 4,020.00	\$ 4,390.00	
TWELVE MONTHS PAYROLL			
ADMINISTRATION:			
Buzzard, Robert G. (1933), Ph.D., President.....	\$ 6,750.00	\$ 6,750.00	
Beu, Frank A. (1927), Ph.D., Dean of College.....	4,500.00	4,620.00	120
Metter, Harry L. (1934), Ph.D., Director of Teacher Training and Placement....	4,200.00	4,440.00	240
Holler, Hobart F. (1931), Ph.D., Dean of Men.....	3,600.00	3,720.00	120
Lawson, Elizabeth K. (1939), Ph.D., Dean of Women	3,300.00	3,540.00	240
Thomas, Blanche C. (1922), , Registrar.....	2,940.00	2,940.00	
Gregg, Raymond R. (1934), A.M., Business Manager	3,600.00	3,600.00	
, M.D., Physician.....	3,000.00	3,000.00	
Wilson, Roy K. (1937), B.Ed., Director of Public Relations	2,040.00	2,160.00	120
Ford, Ellen A. (1899), A.M., Emerita.....	1,800.00	1,800.00	
Koch, Frederick (1899), Emeritus.....	1,800.00	1,800.00	
Crowe, Albert B. (1903), A.M., Emeritus.....	1,800.00	1,800.00	
Weller, Annie E. (1903), S.B., Emerita.....	1,800.00	1,800.00	
Johnson, Annabel (1906), A.M., Emerita.....	1,200.00	1,200.00	
Morse, Anna H. (1904), Emerita.....	1,200.00	1,200.00	
Coffman, Gilberta (1906), Emerita.....	1,100.00	1,100.00	
Taylor, Violet B. (1935), A.B., Stenographer.....	1,800.00	1,800.00	
Harvey, Loretta (1937), A.B., Stenographer.....	1,380.00	1,380.00	
Fair, Florence L. (1940), A.B., Stenographer	1,320.00	1,320.00	
Moore, Madge E. (1940), Stenographer	1,320.00	1,320.00	
Davis, Dorothy (1937), Stenographer	1,080.00	1,080.00	
Total Administration Salaries	\$51,530.00	\$53,300.00	

PROCEEDINGS

Name, Degree and Ranking	Salary 1940-41	Salary 1941-42
JANITORIAL SERVICES :		
Shafer, Granvil, Superintendent of Buildings.....	\$ 2,040.00	\$ 2,160.00
Neal, J. Elmer, Janitor	1,500.00	1,500.00
Walker, I. Newton, Janitor	1,500.00	1,500.00
Nixon, Eugene, Janitor	1,200.00	1,200.00
Wrenn, John, Janitor	1,200.00	1,200.00
Sissell, J. Mack, Janitor	1,200.00	1,200.00
Baird, Charles N., Laborer	1,500.00	1,500.00
Harlan, John A., Laborer	1,500.00	1,500.00
Wood, Frank J., Laborer	1,500.00	1,500.00
Cutler, Earl, Laborer	1,200.00	1,200.00
Strodtbeck, Fred, Laborer	1,500.00	1,500.00
Lanman, Mrs. Rilla, Janitress	1,320.00	1,320.00
Berry, Beppie, Janitress	1,200.00	1,200.00
Total Janitorial Salaries.....	\$18,360.00	\$18,480.00

GROUPS SERVICES :		
Monier, Camille F., Superintendent of Grounds....	\$ 2,040.00	\$ 2,160.00
White, Harry L., Laborer	1,500.00	1,500.00
Rains, Oscar H., Laborer	1,500.00	1,500.00
Gwin, Frank, Laborer	1,500.00	1,500.00
Miller, Wilbert (4 months), Laborer.....		400.00
Cowgill, Dale (4 months), Laborer.....		400.00
	\$ 6,540.00	\$ 7,460.00

HEATING PLANT SERVICES :		
Clodtfelter, Edson, Head Engineer	\$ 2,400.00	\$ 2,460.00
Livingston, John, Fireman	1,500.00	1,560.00
Stirewalt, Levi, Fireman	1,500.00	1,560.00
Meyer, Ben, Laborer	1,500.00	1,500.00
McKee, Charles, Laborer	1,500.00	1,500.00
(Added), Laborer		1,200.00
	\$ 8,400.00	\$ 9,780.00

REPAIR SERVICES : (Payable from Repairs and Equipment)		
Fetherstum, Fred (Carpenter), Laborer	\$ 1,380.00	\$ 1,440.00
Miller, Roscoe (Painter), Laborer	1,320.00	1,380.00
	\$ 2,700.00	\$ 2,820.00

ANNUAL HEALTH EXAMINATIONS :		
Per diem for Physicians, Dentists, Nurses.....	\$ 1,200.00	

STUDENT HELP SERVICES :		
Library, Secretarial, Clerical, Janitorial.....	9,600.00	\$ 9,600.00

PAYABLE FROM TEACHERS COLLEGE INCOME FUND

Name, Degree and Ranking	Salary 1940-41	Salary 1941-42
TEXT-BOOK LIBRARY SERVICES :		
Arnold, Henry J., A.M., Manager.....	\$ 2,040.00	\$ 2,100.00
PEMBERTON HALL (Women's Dormitory) : (11¼ months services)		
Cotter, Mrs. Alice, A.B., Director.....	1,687.50	2,002.50
Brown, Mrs. Margaret, Assistant Cook.....	1,012.50	1,068.75
Bell, Mrs. Auda, Kitchen Attendant	562.50	675.00
Moore, Mrs. Lulu, Kitchen Attendant.....	562.50	675.00
Stricker, Mrs. Edith, Kitchen Attendant.....	562.50	675.00
Weber, Miss Frances, Domestic.....	562.50	675.00
Phipps, Mrs. Gertrude, Housekeeper	562.50	675.00
	\$ 5,512.50	\$ 6,221.25

RECAPITULATION: SALARIES 1940-41 vs. 1941-42

Group	1940-41	1941-42	Change
9 months Faculty	\$216,180.00	\$219,960.00	\$3,780.00 increase
8 weeks Summer	34,618.00	32,898.00	1,720.00 decrease
9 months Affiliated	4,020.00	4,390.00	370.00 increase
12 months Administration	51,348.00	53,300.00	1,770.00 increase
	\$306,348.00	\$310,548.00	\$4,200.00 increase
12 months Employees :			
Janitorial Services	\$ 18,360.00	\$ 18,480.00	\$ 120.00 increase
Grounds Services	6,540.00	7,460.00	920.00 increase
Heating Services	8,400.00	9,780.00	1,380.00 increase
Repair Services	2,700.00	2,820.00	120.00 increase
	\$ 36,000.00	\$ 38,540.00	\$ 2,540.00 increase

TEACHERS COLLEGE BOARD

Student Help:			
Janitorial, Secretarial, Library, etc...	\$ 9,600.00	\$ 9,600.00	none
Annual Health Examination:			
Physicians, Dentists, Nurses	1,200.00		none

AUXILIARY ENTERPRISES

Text-book Library:			
Manager (12 months)	\$ 2,040	\$ 2,100.00	\$ 60.00 increase
Women's Dormitory:			
Director and Employees			
(11 1/4 months)	5,512.50	6,221.25	708.75 increase
	<u>\$ 7,552.50</u>	<u>\$ 8,321.25</u>	<u>\$ 768.75 increase</u>

BUDGET FOR 1941-42

1. One-Half Salary and Wages:.....	\$305,343.00	
(Appropriation \$610,685.00 for biennium 1941-43)		
2. Expenditures:		
(a) 9 months Faculty	\$219,960.00	
(b) 8 weeks Summer	32,898.00	
(c) 9 months Affiliated	4,390.00	
(d) 12 months Administration.....	53,300.00	
	<u>\$310,548.00</u>	
3. Deficit for above payrolls from Income Fund.....		\$ 5,205.00
	<u>\$310,548.00</u>	<u>\$310,548.00</u>
4. Payable from Income Fund:		
(a) Deficit as per above.....	\$ 5,205.00	
(b) 12 months Employees	38,540.00	\$ 38,540.00
(c) Student Help	9,600.00	9,600.00
(d) Text-book Library	2,100.00	2,100.00
(e) Dormitory	6,221.25	6,221.25
(f) Lecturers, etc.	899.75	899.75
Total Drain on Income Fund for 1941-42.....	<u>\$ 62,566.00</u>	
Grand Total Payrolls for 1941-42.....		<u>\$367,909.00</u>

III. OTHER EMPLOYEES

1. Dale Cowgill, laborer on the grounds vice Raymond S. Rennels, discharged, reported for duty on July 1, 1941, at a salary of \$100 per month until October 15 or November 1, 1941.
2. Need for the reduction of the hours per week per employee in the heating plant shows the probable need of an additional laborer in this service. Permission is requested to add an employee at \$100 per month, if and when needed, although such addition will probably not be made until October 15th or November 1st.

IV. ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. The needed roof on the Old Auditorium is now under contract, using various unexpended balances in Permanent Improvements of the last biennium to cover the added funds necessary.
2. Requisitions are ready for filing to cover the repair items provided in the new biennial appropriation for 1941-45, namely:
 - a. Redecorating Old Auditorium.....\$ 1,920.00
 - b. Renovating Old Gymnasium..... 5,000.00
 - c. Re-roofing Main Building..... 3,640.00

\$10,560.00

VII. AUXILIARY ENTERPRISES

1. The unstable condition of food prices is such that it may be necessary to raise the cost of board in the women's dormitory above the present price of \$5.00 per week. Permission is requested to make a price change from that announced in the annual catalog if found expedient.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

1. Consideration of an allotment of funds from those provided in Section 3 of Senate Bill 634, for improvements, etc., is respectfully requested on the following grounds:
 - a. Eastern reduced the requests for special items of repair and permanent improvements, from the list approved at the budget meeting in Chicago in December, in a most drastic manner at the succeeding budget meeting in Springfield, in order to facilitate in every way the probable granting of a Library Building for the College. This drastic reduction is recalled to the attention of the Board as follows:

December listing			Final listing
Item 1	\$ 30,000	Completing of Dormitory.....	
Item 2	1,920	Redecorating Old Auditorium..	\$ 1,920
Item 3	1,800	Heating Tunnel (Trng. School)	
Item 4	5,000	Renovating Old Gymnasium...	5,000
Item 5	6,000	Complete Tuck-pointing	
Item 6	3,640	Re-roofing Main Building.....	3,640
Item 7	1,850	Fencing south campus.....	
Item 8	18,000	New hard-surface tennis courts	
Total		\$ 68,210	\$10,560
Item 9	35,000	Home Management House and Equipment	
TOTAL		\$103,210	\$10,560

- b. The budget adopted by the Board at the Springfield meeting, and since passed by the General Assembly, as listed in Section 1 of Senate Bill 634, provides for special items of repair, building and purchase, at the various teachers colleges in the following amounts, and in percentages of the whole sum available in 1941-43 for such usage:

TEACHERS COLLEGE BOARD

	As budgeted items	% of amount available
Normal	\$200,000	36.43
Northern	113,500	20.67
Southern	103,000	18.76
Western	60,000	10.92
Eastern	10,560	1.92
Unallotted	61,940	11.28
(From Section 3)	\$549,000	99.98

- c. During the biennium 1939-41, a Home Management House was built and furnished at Normal, and Home Management Houses purchased and equipped at Northern and at Western. During the present biennium 1941-43, funds are provided for the purchase of Smith Hall at Normal (\$30,000), and for campus expansion at Southern (\$68,000).

On the basis of such proposed expenditures, and the marked difference between the amounts afforded the other teachers colleges for the current biennium, Eastern respectfully requests the allotment of \$35,000 from the available \$61,940 of Section 3 of the Appropriation Bill, for the building and equipment of a Home Management House.

Such an allotment would then place the amounts available to and percentages total received by the five institutions in the following order:

Normal	\$200,000	36.43%
Northern	113,500	20.67%
Southern	103,000	18.76%
Western	60,000	10.92%
Eastern	45,560	8.29%
Unallotted	\$ 26,940	4.91%

Such a distribution will thus leave \$26,940 or 4.91% of the total as a contingency fund for the biennium.

X. SUMMARY

Action of the State Teachers College Board is requested upon the following items:

1. Approval of the list of graduates as of June 6, 1941.
2. Changes in the summer school faculty as listed.
- 2a. Approval of leaves of absence as listed.
3. Employment of Ruth Paul, Verna N. Geoffrion and Wilma Warner as scheduled.
4. Acceptance of the resignations of Lucille Magruder and Sidney B. Goff.
5. Promotions in rank as listed.
6. Continuance of the probationary period of Walter D. Albert for the school year 1941-42.

PROCEEDINGS

7. Employment of the faculty for nine months as listed.
8. Employment of the affiliated teachers in the various schools as listed.
9. Employment of the staff members and employees for twelve months as listed.
10. Permission to fill substitute positions in faculty now existing, and which may occur before the opening of the school year, with as little change in salary as possible.
11. Permission to transfer two instructorships in Industrial Arts to (a) an Instructorship in Band and English in the Teachers College High School, and (b) an Instructorship in Art, teaching the work in crafts.
12. Permission to add an employee in the heating plant under the conditions as stated.
13. Permission to pay the salary of the Repair Services employees (carpenter and painter) totalling \$2,820 from the funds for Repair and Equipment if necessary.
14. Employment of Dale Cowgill as laborer on the grounds, beginning July 1, 1941.
15. Permission to change the rate for board for each week at the Women's Dormitory if found expedient.
16. Allotment of \$35,000 from the funds of Section 3, Senate Bill 634, for the building and equipping of a Home Management House, with endorsement of a request to Governor Green that such use of the funds be made.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

MINUTES OF MEETING OF NORMAL SCHOOL BOARD

October 13, 1941

The Normal School Board met on October 13, 1941, at 10:00 A. M. at Eastern Illinois State Teachers College, Charleston, Illinois. The meeting was called to order by Mr. Frank G. Thompson, Chairman of the Board. The roll was called with the following members present:

Mr. John Dill, Carbondale
Mr. Otto G. Beich
Miss Harriet McIntire, Mendota
Mr. Charles E. McMorris, Marshall
Mrs. Helen Rose Pegelow, Mattoon
Mr. Russell Guin, Danville
Mr. Lindell Sturgis, Metropolis
Mr. Frank G. Thompson, Chairman
Mr. John A. Wieland, Secretary

TEACHERS COLLEGE BOARD

Members absent were :

Mr. Jacob Alschuler

Dr. Preston Bradley, 941 Lawrence Ave., Chicago

Also present at the meeting were :

Mr. R. W. Fairchild, President

Illinois State Normal University

Mr. W. P. Morgan, President

Western Illinois State Teachers College

Mr. K. L. Adams, President

Northern Illinois State Teachers College

Dr. R. G. Buzzard, President

Eastern Illinois State Normal University

Mr. Roscoe Pulliam, President

Southern Illinois State Normal University

Lucien A. File, Coordinator.

Mr. Dill moved that the minutes of the previous meeting of the Board be approved as mimeographed. Mr. Sturgis seconded the motion. Motion carried. Minutes approved as mimeographed.

Dr. Buzzard reported for Eastern Illinois State Teachers College. Mr. Dill moved that the report be accepted as read. Mr. Sturgis seconded the motion. Motion carried.

Dr. Buzzard discussed a number of matters that were not included in his Board Report which are as follows :

That a uniform plan be set up for the five teachers colleges relative to maintenance and deductions under the Retirement Plan.

He advised that a large drill used at the College has been sold to a local firm at Mattoon, Illinois, and the money received therefrom was to be used for the purchase of lighter equipment. Dr. Buzzard also stated that the old school bus at Eastern was to be traded in for a ton and a half dump truck which is to be used to haul coal, etc.

Dr. Buzzard informed the members of the Board that they were all invited to have lunch in Pemberton Hall. He also asked that the Buildings and Grounds Committee look over the school grounds and suggest a suitable location for the Home Management House.

Dr. Morgan reported for Western Illinois State Teachers College. He discussed a matter for the Student Activity Board of the College, which consists of three faculty members and student members. This Board has a \$10,000 Reserve Fund, and it is believed this money should be set aside for college improvements rather than be used for student activities, or enterprises. It was suggested that this money be used for campus improvements, buying land for a golf course, or some of this money be expended for a band for Homecoming. Dr. Morgan asked that the Normal School Board cooperate and arrange for some suitable expenditure of this money. He believes that the money should be put into something beneficial. He also suggested that a committee, the same as the Advisory Committee for the College, lend their cooperation in this matter. Discussion followed along these lines. Mr. Guin, Chairman of the Advisory Committee, will give all

the help and cooperation that is needed, but the Board will not assume the responsibility of the Student Activity Funds.

Mr. Beich moved that President Morgan's report be accepted as read. Miss McIntire seconded the motion. Motion carried.

President Adams reported for Northern Illinois State Teachers College. Discussion was had regarding the hearing of the case of the three faculty members who were dismissed from the college staff. Miss McIntire advised that these faculty members appeared at the hearing with a chip on their shoulders and they were very much surprised at being given a chance to present their case. Dr. Bradley was present at this hearing and was of great help in presenting the case. Miss McIntire stated that she believed the three faculty members felt different about the matter after the hearing was over. Mr. Wieland stated that he believed such a case would be given a lot of unnecessary publicity. Chairman Thompson stated that giving these faculty members a hearing was the proper thing to do, and the action of the Board represented the best action.

Discussion was had as to whether members of the faculties must be citizens of the United States. Mr. Thompson suggested that under the Retirement Plan employees be given notice to cooperate by getting citizenship papers.

Miss McIntire moved that President Adams' report be accepted as read. Mr. Dill seconded the motion. Motion carried.

President Pulliam reported for Southern Illinois Normal University. A discussion followed regarding salaries. Mr. Wieland suggested a raise in salary for librarians starting at \$1,350.00.

Meeting adjourned for lunch until 1:00 P. M.

President Pulliam resumed his report after lunch.

President Pulliam discussed the Training School Building Project. Southern Illinois Normal University is short of funds to complete this project and would like to secure a PWA grant out of Defense Emergency Funds to complete this building. If such funds may be secured it is likely the College will be given a priority rating to go ahead with the project. The large discrepancy between estimates and the actual bids is due to the increases in cost which have resulted from the Defense Program. Mr. Pulliam asked that the Board give the Advisory Committee and the College permission to go ahead with the program as planned pending another Board meeting. It was the consensus of opinion that the committee proceed and report at the next Board meeting.

Mr. Dill moved that President Pulliam's report be accepted as read. Miss McIntire seconded the motion. Motion carried.

President Fairchild reported for Illinois State Normal University. He requested that the requisition in the amount of \$25,000.00 covering the purchase of Smith Hall be rushed through.

President Fairchild informed the Board that the Teachers Colleges want to advertise in the Illinois Educational Association publication, The Illinois Teacher, and would like to have the permission of the Board so they may go ahead with such advertising.

President Fairchild advised that Governor Green desires to meet with the five presidents and representatives of the colleges with reference to a program for educating teachers for the schools of Illinois.

Discussion followed on Juvenile Research and Juvenile Delinquency problems. Such matters are usually handled by the different counties and only occasionally get into the State's hands. Bad homes and lack of proper training in childhood are said to be the cause of most delinquency problems.

Mr. Dill moved that President Fairchild's report be accepted with the exception of Item 11. Miss McIntire seconded the motion. Mr. Thompson advised that he believed that Item 11 should be acted upon immediately.

Mr. Dill moved that the Advisory Committee consisting of Mr. Beich, Mr. Alschuler and Mr. Sturgis be given authority to approve Item 11 which covers plans and specifications for new construction in the amount of \$10,000.00, including addition to the McCormick Gymnasium, new cattle and swine barns and alterations of Fell Hall. Miss McIntire seconded the motion. Motion carried.

Mr. Dill moved that the Advisory Committee for Western State Teachers College, consisting of Mr. Guin, Chairman, Mr. Beich and Miss McIntire, be given authority to approve Item 8 included in President Morgan's Report. Item 8 covers plans and specifications with respect to the super-structure for the swimming pool. Miss McIntire seconded the motion. Motion carried.

Mr. Dill moved that the five teachers colleges be given authority to advertise in The Illinois Educational Association publication. Mr. Guin seconded the motion. Motion carried.

Mr. File, Coordinator for the Normal Schools, made his report as follows:

Most of the work done by your Coordinator has been keeping vouchers straight, and the starting of the new biennium business which has called for an unusual amount of transmitting instructions from Mr. Lueder, Auditor of Public Accounts, and from the Department of Finance, also the return of vouchers and the unusual amount of shortage and shippers difficulties due to the Defense Program.

Bonds of persons handling money have been renewed and filed.

The Master Payroll lists are now being corrected and refiled now that most of the faculty changes have been made.

All purchases made during the biennium were vouchered by September 30, meaning that none of these firms will have to go into the Court of Claims for their bills.

Printing of General Voucher forms and Business Office forms at all five schools has been done as a single project instead of by separate requisition, thereby making a saving to the system, and making uniform all forms used.

All leases for property used by the various colleges have been duly signed and filed for the coming year.

The matter of a Retail Occupation Tax which must be paid on dormitory food charges is being worked out.

The Federal Tax on admissions and alcohol permits is being worked out.

Two of the Annual Audits, Northern and Normal, have been completed and the others are in the process of completion and are expected soon.

Mr. File expressed the opinion that the schools are going to be considerably hampered in Permanent Improvement Work unless we have priority numbers, due to the difficulty in getting materials on other than defense projects.

Southern Illinois Normal University has abandoned the idea of a water sprinkling system for their lawns because of the high cost, because of the objection of the Sanitary Engineer, and because of a water shortage in the city itself.

The matter of capitalization of expenditures has been handled by your Coordinator and instructions have been given that the schools are not to capitalize wiring or repairs, and equipment, as these are replacements. Only those things that would actually increase the value of the building are capitalized.

Reports of the Insurance Investigators show that the boilers in all the schools are in good shape, with the exception of one steam engine which is down at Northern. This matter is under consideration for repairs.

A number of the property holders at Southern Illinois Normal University have asked for a revision of the deed on the property recently purchased by the University.

Annual Inventories of the five teachers colleges have been filed with the Auditor.

Master Requisitions have been filed by each school for each of the line appropriations. No purchases will be made until the component requisitions are presented and approved.

The Annual Financial Reports are now due from the business managers.

"Education Today" is being put out by each college purchasing one issue, thus simplifying the book work on this publication.

Mr. File asked permission to call a meeting of the Presidents and Business Managers in the near future for the purpose of discussing the following matters:

1. The Retirement System—The deduction is required on maintenance and the technical part, and the making uniform of the deduction and the amount granted for maintenance should be considered.
2. Federal and State Tax matters should be discussed and a method worked out of uniform application throughout the five schools.

3. It is becoming increasingly difficult to get chemicals to teach chemistry. A study must be made for retaining a defense priority number.

Discussion followed regarding the Retirement System with respect to making uniform deductions and amounts granted for maintenance. Mr. Thompson suggested this matter be worked out at the meeting, permission for which was granted.

Mr. Wieland made a motion that Mr. Guin be officially designated as a member of the University Retirement Board. Miss McIntire seconded the motion. Motion carried.

Mr. Guin reported for the committee with reference to the matter of the Teachers Colleges granting Master's degrees. A cooperative study is being made jointly by the University of Illinois and the five Teachers Colleges. It was recommended that the matter of considering the granting of Master's degrees be deferred pending the outcome of the cooperative study.

Mr. Dill moved that this committee continue. Mr. Beich seconded the motion. Motion carried.

Mr. Beich discussed the matter of new lightning rods on the buildings at Normal University. This matter has been referred to the Architect's office and request has been made for their recommendations.

Dr. Morgan read a letter he had written from Pentwater, Michigan, August 2, 1940, to the Teachers College Board with respect to the selection of a college president upon his retirement on September 1, 1942.

Mr. Dill moved that the Board extend their thanks and appreciation to Dr. Morgan on what he has done for education in Illinois, and extended appreciation for Dr. Morgan's cooperation with the Normal School Board. Miss McIntire seconded the motion. Motion carried.

Mr. Beich commented on the tour to Lincoln Log Cabin State Park and on the delicious dinner and splendid entertainment given the Board members and guests by President Buzzard and the school. He made a motion of appreciation. Miss McIntire seconded the motion. Motion carried.

It was decided that the next meeting of the Teachers College Board will be held at 9:00 A. M., December 15th, at the Hotel La Salle, Chicago.

Dr. Morgan invited the Board to come to Western during the Spring of next year. Monday, May 18, 1942, was decided upon as a good time to visit Western Illinois State Teachers College.

Mr. Wieland made a motion that the meeting adjourn. Mr. Dill seconded the motion. Motion carried.

Meeting adjourned.

(Signed) JOHN A. WIELAND,
Secretary, Normal School Board.

REPORT OF THE WESTERN ILLINOIS STATE TEACHERS COLLEGE MACOMB October 13, 1941

I. STUDENTS

1. Attendance, First Summer Term, 1941

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. College				
Postgraduates	20	35	55	79
Seniors	60	137	197	216
Juniors	55	238	293	312
Sophomores	29	147	176	228
Freshmen	7	61	68	76
Total	171	618	789	911
b. High School	26	36	62	64
c. Elementary School	172	163	335*	358**
Grand Total	369	817	1,186	1,333

* 64 attended the Ward School.

** 114 attended the Ward School.

2. Attendance, Second Summer Term, 1941

	Men	Women	Total	Total One Year Ago
a. College				
Postgraduates	13	19	32	37
Seniors	40	70	110	101
Juniors	24	67	91	100
Sophomores	11	43	54	68
Freshmen	9	21	30	18
Grand Total	97	220	317	324

3. It is observed from the above tables that the enrollment decrease, which has been so definitely evident in the present Fall Quarter, started during the terms of last summer. There is no scientific explanation for this drop, but a reasonable explanation seems to be the disquiet which is everywhere evident with respect to the national situation, as well as the opening of numerous positions in the defense program for which students and teachers everywhere have been employed.

4. Graduates

a. Graduates, July 18, 1941:

DEGREE GRADUATES

Alexander, Emma Frankie
Bradford, Susanne
Bruner, Ida Blanche
Cobb, Donald
Crossland, Ruth Eleanor
Dannenberg, Marguerite
Edmund, Virginia Louise
Frank, Henrietta
Galloway, Richard A.
Graham, Evalyn Maxine
Henderson, Annabel
Hicks, Margaret D.
Hinman, Hazel Irene
Hinman, Mary Louise
Holliday, Elsie V.
Hunter, Ralph Lawrence
Jenks, John Clifford

Lange, Laura Kathleen
Luman, Mary L.
Lynch, Ruth Elizabeth
Miner, Hilbert Dale
Pletkovich, John Robert
Schafer, Mercedes Helen
Schulz, Howard N.
Secker, Anna Edna
Spangler, H. Wendell
Switzer, Lucile
Watson, Clyde K.
White, Arrilla E.
Wickline, Eldon
Witt, Rosemarie
Woods, Earl
*Zigrang, Addelle Theresa

TEACHERS COLLEGE BOARD

TWO-YEAR GRADUATES

Abrahamson, Joyce Constance
Bates, Paul Edward
Elliott, Norma Jean
Meline, Garda M.

Nelson, Maxine A.
Pendarvis, Marian E.
Sowers, Maurine Walker

b. Graduates, August 22, 1941:

DEGREE GRADUATES

*Armstrong, Adele Lueking
*Banks, Charles Vandiver
Baughman, Robert Lee
Black, Helen Louise
Boies, Lucie Adelia
Brockley, Frances
Campbell, B. Clark
Campion, Harry Arthur
Cudney, Ruth M.
Duncan, Oscar Kermit
Gamble, Clarence A.
Gills, Frederick E.
Goben, Harold C.
Heaton, Vernon R.
*Hooper, J. Victor
Huddleston, Bertha
Huff, J. Blanche

Krusa, Mildred H.
Marlow, Jack F.
Metcalf, Marie Hortense
Middleton, Mildred
*Moreland, Robert F.
Mullaney, Margaret Mary
O'Neal, Mary Lindsey
Patch, Mame Esther
Pitt, Hubert A.
Proctor, John Willis
Roudebush, Harold E.
Stambaugh, Georgia Lee
Wayland, Clara Jean
Weaber, Mary Louise
Wetzel, Elizabeth
Willard, Loren Edgar
Williams, M. Wade

TWO-YEAR GRADUATES

Strickler, Fannie Irene

* Honor Student.

II. THE FACULTY

1. Resignations and New Appointments:

- a. Dr. Olga Sirola, who has been Health Advisor for Women for three years, resigned at the close of the college year and was married. Dr. Katherine Bergegrun has assumed her duties, and is recommended for the position at a salary of \$1,800.00 for the thirty-six weeks. Dr. Bergegrun holds a Life Certificate (teaching) from Michigan State Normal College, an A.B. degree from the University of Southern California, and an M.D. degree from Temple University. She has had teaching experience, experience as physician for college women, and has engaged in the private practice of medicine for a number of years. Her recommendations are excellent.
- b. Mr. Lewis R. Toll, who has been in our Department of Commercial Education since 1937, resigned to accept a position in the State College at Pullman, Washington. Mr. Allan Laffin was secured for the position here at a salary of \$2,070 for nine months. He holds a Bachelor of Education degree from the Whitewater State Teachers College, an M.A. degree from the University of Iowa, and has done additional graduate work at the University of Iowa and also Northwestern University. Both his teaching experience and recommendations are excellent.
- c. The request of Miss Kathleen Brophy for a leave of absence was granted at the last Board meeting. During the summer, interviews were held with several candidates, and

finally Miss Marjorie Muffly was secured, and is recommended for the position at a salary of \$1,800.00 for the thirty-six weeks. Miss Muffly, who holds her B.S. degree in Education from the University of Michigan, and her M.A. from Teachers College, Columbia University, has had both high school and teachers college teaching experience, and is well recommended for such work as ours.

- d. Dr. M. N. Thisted, the Dean of Men, who was reported at the last Board meeting as having returned from his leave of absence for a year, has now been called to report at Camp Knox, and since he has the rank of Major, it will be necessary to give him a leave of absence during his term of service. He is to report for duty this morning, October 13, 1941, and the appointment which he received is for one year, although, of course, the term may be extended if necessary.
- e. Dr. A. J. Ter Keurst, who was Dean of Men last year during Dr. Thisted's absence, was transferred to the Extension Department for this year, and is now available to take up the work which Dr. Thisted is leaving. This transfer is recommended, without change in salary.
- f. Miss Caroline Grote, who came to the college in 1906 in connection with the rural school program of the institution, was made Dean of Women in 1908, and continued in active service until the summer of 1935, at which time she was placed on emeritus standing. For a number of years she has been in ill health, and passed away September 1, 1941. The following resolution with respect to her passing was prepared by a faculty committee:

"In the death of Dr. Caroline Grote, Professor Emeritus of Western Illinois State Teachers College, who passed away September 1st, 1941, the college has lost a loyal friend and worker and an efficient teacher who for more than thirty years served first as instructor to thousands of students, and later also as Dean of Women and head of Monroe Hall.

"During these years, her enthusiasm for the advancement of education, her deep interest in young people, her cheerful outlook on life, and her devotion to duty endeared her to her colleagues, her students, and her friends.

"As teacher, principal, and county superintendent before her affiliation with Western, and as secretary of the Illinois State Teachers' Association, Miss Grote had done much for the schools of Illinois whose interest she always had deeply at heart.

"As a leader in the community and the church, she gave unsparingly of her time and means in the furtherance of the many good causes in which she was interested.

"Be it therefore resolved that our appreciation of Miss Grote's great qualities as woman, colleague, educator, citizen, leader and friend be recorded in the faculty minutes, published in the college and city papers, and a copy sent to the members of Miss Grote's family."

I should like to add this personal expression. Miss Grote was a member of the faculty when I assumed my duties as president. I found her on all occasions thoroughly co-operative, sympathetic with the various activities of administration, and one of fine judgment and good sense in all matters pertaining to the institution. Her influence on the work of the college, and on the students with whom she came in contact, especially the young ladies, was perhaps more far-reaching than that of any other member of the faculty. She was held in high esteem by all members of the staff, and of the student body. Her influence on education in the State will be felt for many years.

III. OTHER SCHOOL EMPLOYEES

1. Early in September, a notification reached the President's office that charges of political activity had been filed against Mr. C. E. Asher, who has been employed as Master Mechanic at the college, leading to his suspension for thirty days without salary. Mr. Roy Carson, who has been employed as Stationary Engineer, was assigned to Mr. Asher's work for the month of his suspension, September 15 to October 15, at a salary of \$150.00 for the month. Mr. Asher's trial was held on September 30, 1941, and his case was taken under advisement, the final report of which is as follows. (Note: No decision has been announced at the time of the preparation of this report, but one will be given verbally, if it is available, at the Board meeting. None given.)
2. Mrs. Alta C. Arnett, assistant cook at the dormitory, a Civil Service employee, turned in her resignation to take effect August 31, 1941. She has found the work too strenuous, due to her present condition of health. Her successor has not as yet been appointed, but temporary arrangements have been made for her work.

Pentwater, Michigan
August 2, 1940

To the Teachers College Board
of the State of Illinois:

By a plan for retirement adopted by your Board on November 19, 1934, at Carbondale, Illinois, my retirement is fixed at September 1, 1942. Hence this statement is prepared more than two years prior to that event, in the hope that it is far enough in the future that my perspective may not be distorted, and yet near enough that I feel the full force of its meaning.

As I see it, my successor ought to be selected well in advance of the date to which I refer above, for a number of reasons, which follow:

1. Faculty members which must be appointed each year, due to leaves of absence granted and resignations accepted, are usually selected some time in May, June, or July, and the new president should be the one to do this in the summer of 1942.

2. Certain reorganizations and adjustments of the departments and the faculty in general are necessary during the summer preceding the opening of each college year. The new president should have an opportunity to do this in the summer of 1942.

3. The biennial budget must be submitted early in November, 1942. This requires much thought and careful study. The new president will need a longer time for the consideration of the budget which he must submit than is usually required, due to his unfamiliarity with the program, and the many other new problems which will confront him for the first time.

4. There are many other reasons why his appointment should come early, although the taking over of the office officially should not occur until September, 1942.

My appointment as president became effective June 17, 1912, and I took over all of the duties of the office at that time, and my predecessor left the State to take the presidency of the State Teachers College at Kent, Ohio. I found that date none too early for me to begin arrangements for the succeeding college year, although I had been a member of the faculty from February 26, 1912, and had come to the faculty with the understanding that I should become president if my preliminary service proved satisfactory. I was officially appointed president June 5, 1912. Perhaps there is some sentiment in my suggesting June 17, 1942, as the date when the new president shall partially if not wholly take up his official duties, but it is also a satisfactory date as I see it, and thirty years as president for me, with full responsibility, is sufficient to have done about as much as possible of what I had planned. At least, a month and a half additional would make little difference.

The appointment of my successor is no small task, but it is also a great opportunity for this Board. May I therefore make a few statements about his qualifications, as I see them.

1. He should be such a man as is described in the resolutions adopted by the State Education Association of Illinois in December, 1939. These are herewith attached. Note: These were submitted by me to the Executive Committee of that Association as a basis for their consideration, and at their request. Few if any changes were made in them by the committee before they were adopted by the Association. I did not write the requirements which were adopted by the Association at the same time for members of this Board.

May I emphasize a few things in particular.

1. Twenty to thirty years is not too long for a president to serve in order that he may render his best service, and impress his philos-

ophy with respect to teacher education, on the State which he serves. Therefore, my successor should perhaps be between thirty-five and forty-five years of age.

2. A successful high school principal, city superintendent, or member of a college faculty, may fail as a teachers college president. One must be thoroughly in sympathy with teacher education, and believe as thoroughly that teacher education is the unique field for a teachers college, if as president he can be trusted either to keep the institution he administers truly a teachers college, or do the most for teacher education.

3. Partisan politics has perhaps caused the downfall of more college presidents than any other one item. This may be due to the fact that occasionally a college president is a slave to them, or that he is the victim of a board of control which sees teacher education as a pawn for political maneuver. At least my successor should be above partisan politics and any control any politician may seek over the faculty or employees of an institution engaged in higher education.

4. Certainly the field from which a president should be selected is nationwide. Illinois has good men, but if there is a better man in another State, he should be appointed. The best is the least with which the Board's obligation can be met.

5. It is difficult for a man with the very best preparation as an administrator and the most worthwhile experience as an educator, backed by the most sturdy traits of character, to succeed as a college president, but without these, he must fail. Certainly the man who is to become president at Western must be one who is thoroughly trained as an administrator (he ought to be backed by a Doctor's degree, for which he did special work in administration), intimately acquainted with the problems of public education, including teacher education, and, above all, he ought to have strength of character and be morally sound. It is not difficult to imagine someone thinking: "You do not measure up to any of your standards." The answer is: Neither have my successes been great. Such as I have had have been in spite of my shortcomings, rather than because of them. Why take chances with my successor?

6. Often, in an attempt to hold to the traditions and general policy which a college has maintained, an alumnus of the college is chosen as president, but this is perhaps a minor matter, and should not be given more weight than major factors.

There are several plans by which presidents have been selected, but I will discuss only three in general.

1. Perhaps most often a committee of the governing board is appointed by that Board to consider available candidates and make a recommendation to the entire Board for approval. This plan has certain drawbacks.

- a. While members of lay boards are usually excellent judges of character and personality in general, very often such mem-

bers are not prepared to analyze either the administrative preparation or the experiences of the candidate which are helpful to a president of a college.

- b. There is the possibility that a lay board member has been appointed to his position because of political support which he has rendered to the one who appointed him. If so, he may hold the political aspect of the selection he may make as out of all proportion to other real qualities which another candidate may possess. Such a member may consult the one who appointed him. This may lead more definitely to the influence of party politics. Members of an educational board should be appointed without reference to politics, and without obligation to the appointer. The next president of Western should be as free from political handicaps as has been the present one. At no time has he been restricted in faculty appointments. Both parties have at times meddled apparently with the appointment of employees and with Civil Service. Excuses have been made that Civil Service has no list in that classification, or if so, the list is exhausted. Under such conditions, county chairmen or political committees have made recommendations which were equal to appointments. True, such appointees have had to make good, but it is difficult when politics are thus used to keep the reputation of the institution free from political suspicion. It is sometimes difficult, too, for a president to get the best service out of an employee who owes his appointment to some politician.

2. Sometimes a committee of the faculty is appointed at the request of the Board of Control to make two or three recommendations to the Board, from which a selection is made. This approaches a democratic policy, but is subject to criticism.

- a. When a faculty finds that a committee from its membership is to make recommendations with respect to a president, often groups of the faculty begin to organize to promote the selection of certain persons on or off the faculty. Thus cliques are organized, and feeling is intensified so that if a person who is recommended is appointed, some of those on the faculty who worked for someone else may oppose the administration of the appointee and make it difficult for the new president.

3. Another plan is the one in which the Board of Control appoints a committee outside the Board to recommend three or five eligible candidates, from which the Board may choose one, for the office. Such a committee usually consists of five to seven members. Generally, some of them are business men, some professional men (not educators) and some educators (a larger proportion than from the other fields). Each member of this committee must be accepted by the public as a person of high standing in his field, public spirited in every sense, and unsusceptible to political intrigue or other untoward influences. The only criticism of the plan seems to be:

- a. The members of this committee may not be familiar with local conditions. However, their duty is to study local conditions, and they should make no recommendations until such study has been made.
- b. Such a committee is difficult to select. This is true, but difficulties must be expected in selecting a college president.

You may feel that what has been said is out of order, since I am retiring, and you are authorized under the law to provide my successor. In large measure you are right, but I am sure that each of you also realizes that one's interest and concern does not die instantaneously when he suddenly quits something that has engaged his every waking moment for thirty years. Therefore, I shall always be interested in Western.

Perhaps my vision is clouded, and I do not see clearly. You will know. If so, disregard everything I have said. Possibly I take myself too seriously, but I have tried to state things as I see them.

I am presenting this statement now (fall, 1941) so that you may have ample time to make a careful selection.

Please permit one further word. My relations in general have been pleasant with you and all other Boards with whom I have worked. I have never felt crushed when you have disapproved one of my recommendations. I have thought such action on your part due to one of two things—either my reasons were not clearly stated or they were not as important as they seemed to me. Of course I have never given up in such cases. I have tried to re-state my reasons more clearly, or I have tried to revalue the importance of the thing I urged. Your patience with my tenacity has been long suffering.

Perhaps it would have been best for me and for the college had I volunteered to retire sooner. I think I have enjoyed more good health than is the average lot to men. I have always been strong, but sometimes of late I have been a bit tired. Perhaps I am less aggressive than I should be. Perhaps my vision ahead is fore-shortened. Besides I can think of many things to have enjoyed since my sixty-eighth birthday, if I had been financially able and without other duties to perform. Maybe 65 or 68 is a better age at which to retire a president than 70.

I thank you most cordially for your cooperation, your friendship, and your good will. I wish you success in selecting a new president for Western. She has a fine student body, a loyal group of graduates, and a wonderful faculty. Western is a great institution, and deserves a great president, which I am sure you will find.

Yours very truly,

W. P. MORGAN.

THE SUCCESSFUL ADMINISTRATOR

(Prepared with the President of the Teachers College in Mind)

I. CHARACTERISTICS OF THE SUCCESSFUL ADMINISTRATOR

- A. An administrator should be public spirited.
 1. He should be willing to assume the duties of citizenship.
 2. He should have the special welfare of the State and the general welfare of society in mind at all times.
 3. He should be willing to contribute some of his time and energy to the general good without financial reward but as a duty which devolves on all.
 4. He should exercise an interest in the immediate environment in which he finds himself and in the political unit or units which his institution serves, shunning personal aggrandizement or unethical rewards.
- B. An administrator should be sympathetic, but just and steadfast.
 1. Sympathetic with young people in their ambitions and possibilities, this attitude accompanied by a desire to give them such responsibilities in working out their own ideals as they can assume without too much hazard to themselves and to those with whom they come in contact.
 2. Sympathetic with those who have different motives and ideals, but not compromising in essential principles of right.
 3. Sympathetic with students and faculty members who have made mistakes, but not tending to condone them.
 4. Strength to defend a staff member or student who has been accused unjustly, even at the risk of becoming unpopular.
 5. Sympathetic towards those who seek personal reward, honor or popularity without much merit, but just in withholding approval of anything which is unworthy.
 6. An abiding confidence in men and women, which enables him to trust them and enlist them in sharing responsibilities.
- C. An administrator should be a successful educator.
 1. Successful administration is for those who have had opportunity to prove themselves worthy.
 2. The field from which administrators should be chosen is unlimited geographically. The best from whatever location should be eligible.
 3. An administrator's success generally is greatly enhanced by special preparation for administering a teacher training institution, and by his contact with the problems which are found in its administration.
- D. An administrator should not be an ardent partisan politically, religiously, or morally.
 1. Ardent party affiliations rob him of the confidence of his peers.

2. Religious bigotry begets lack of tolerance in others and brands one as being unwilling to grant others religious freedom to think as they will.
 3. Moral fanaticism leads one to be classified as a social freak or neurotic and deprives him of the confidence and respect of all with whom he works.
 4. An administrator controlled by motives other than to best serve his institution is ineffective, for his decisions result in distrust and disrespect.
- E. The selection of a college administrator is the most important act which is performed by any board in connection with a college.
1. His leadership will make or mar the college.
 2. His purpose will in large measure determine the purposes of the college.
 3. His efficiency will determine the value of the work of the college.

II. QUALIFICATIONS FOR SUCCESS AS AN ADMINISTRATOR

- A. A strong conviction that the success of a democracy is largely dependent upon the education of its youth for citizenship in the public schools under teachers who are professionally influenced by democratic ideals, who are educated culturally, academically, and professionally, and who are sympathetic with the youth whom they teach.
- B. A sufficient background of experience in public school work to insure an adequate understanding of its needs, possibilities, and ideals.
- C. A well-established reputation among his peers in higher education for sound academic and professional scholarship, reinforced by sound judgment, personal and professional honesty, and genuine desire to cooperate in every way for the advancement of public education and to have the institution he administers contribute its full share to this very important function of the State.
- D. An ability to understand the need for a staff thoroughly equipped educationally and professionally to know the needs of the teacher in the public school and give this teacher the expert direction and aid which one who is preparing to teach successfully must have.
- E. A willingness to devote all of his time and energy in an effort to understand the purpose and procedures of the institution he administers, and to contribute to its usefulness as a factor in public education in the State.
- F. A devotion to the institution which he administers which will compel him to place its good above his own, and enable him to find adequate personal glory in its achievements.
- G. An appreciation of the interest which the public has in public education, including teacher education, with a willingness to cooperate with this interest and give it useful direction.

IV. THE ORGANIZATION

1. Due to the decreased enrollment, some shifts were made which allowed various members of the faculty to participate in the extension program, and a number of additional extension classes were organized and planned for Dr. Ter Keurst. Additional adjustments have had to be made, in order that he may return to the duties of Dean of Men in the absence of Dr. Thisted.

Otherwise no changes have been made, and all classes have been conducted as planned in the program for the year, except one or two advanced courses which had enrollments too small to warrant their being given.

V. THE CURRICULUM

1. The new Certifying Law, which will take effect in September, 1943, and for which preparation will need to be started in the fall of 1942, makes it necessary that the curriculums which have been offered by the college should be revised, and committees have been appointed to take up this work. It is hoped that these curriculums, when offered for the approval of the faculty and the Teachers College Board, will contain most if not all of the more modern provisions for such courses of study as are needed in a four-year program for the preparation of teachers of all grades and types. Findings of the committees will first be presented to the faculty for approval, and later presented to this Board.
2. The conferences between representatives of the five Teachers Colleges and the State University on graduate work in connection with the preparation of teachers have been progressing, and local committees in each of the five Teachers Colleges have now been appointed and designated as follows:
 - I. Committee on the Five-Year Program for the Preparation of Teachers, Supervisors, and Administrative Officers for the Elementary School.
 - II. Committee on the Five-Year Program for the Preparation of Teachers, Supervisors, and Administrative Officers for the Secondary School.
 - III. Committee on Selective Admissions and the Retention of Prospective Teachers.
 - IV. Committee on Student Teaching and Internship.

These committees are working in cooperation with one another, under the direction of Dean Carmichael, the chairman of the general conference committee, composed of three representatives from the University and one from each of the five Teachers Colleges.

VI. BUILDINGS AND GROUNDS

1. Recently the matter of a super-structure for the swimming pool at the college has been carefully considered by representatives of the State Architect's office, and preliminary sketches are being prepared. Just as soon as these can be completed so as to meet the needs, they will be presented to the Advisory Committee of the college, and unless another meeting of this Board is arranged for the near future, authority ought to be given the Advisory Committee to approve these plans, so that the work may proceed, and contracts be let, for considerable difficulty is being experienced in other building programs in the State because of preferment of certain building materials for Government use.
2. The W.P.A. program, which was worked out more than a year ago, and for which \$2,500.00 was allotted by the State, has been repeatedly delayed, first of all because of diminishing quotas for W.P.A. workers, and in the second place, due to additions to projects which had been started. It is now the opinion of the local W.P.A. representatives that the work on cement tennis courts and cement walk and step repairs, as well as additions to the lighting system for the grounds, may be started before the close of the present month.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

1. No new conditions have developed, except that one or two groups of men students, feeling the need for a men's dormitory more acutely than in most institutions where fraternities are organized and fraternity houses are available, have started two small co-op houses, where they have employed some families to care for each of the houses and provide the meals. The men themselves, through their own committees, buy their food and other necessities for conducting the experiment. One of these houses operated briefly last year, and seemed satisfactory. Both are under the direct supervision of the Dean of Men, and each has a faculty adviser.

IX. MISCELLANEOUS

1. The Business Manager, Mr. O. L. Champion, has prepared his annual financial report on the various activities of the college, and if the same is not in your hands by this time, you will have received your copy by mail very shortly.

X. SUMMARY

The approval of the Board is requested on the following:

1. List of graduates for July and August, 1941.
2. Resignations of Dr. Olga Sirola and Mr. Lewis Toll.
3. Leave of absence for Dr. M. N. Thisted, for one year, beginning October 13, 1941.

4. The appointment of Dr. Katherine Bergegren at \$1,800.00 for 36 weeks.
5. The appointment of Mr. Allan Laffin at \$2,070 for 36 weeks.
6. The appointment of Miss Marjory Muffy at \$1,800 for 36 weeks.
7. The transfer of Dr. Ter Keurst from the Extension Department to the position of Dean of Men, at the same salary he was assigned in July.
8. Power for the Advisory Committee to approve plans and specifications with respect to the super-structure for the swimming pool.
9. Student Activity Board want to spend money on campus improvements. Asks appointment of committee from Board.

Respectfully submitted,

W. P. MORGAN, *President.*

REPORT OF THE SOUTHERN ILLINOIS NORMAL UNIVERSITY CARBONDALE

To be presented at the meeting of the Normal School Board to be held at Eastern Illinois State Teachers College, Charleston, Illinois, October 13, 1941.

I. STUDENTS

1. Attendance, Summer Term, 1941

(a) College	Men	Women	Total	Total One Year Ago
Seniors	166	219	385	423
Juniors	137	307	444	576
Sophomores	120	178	298	376
Freshmen	87	152	239	227
Extension	15	108	123	151
Total Students Carrying College Subjects.....			1,489	1,759
(b) High Schools				
University High School			122	122
Total Students Above Eighth Grade.....			1,611	1,881
(c) Elementary School				
Allyn Training School			124	115
Rural Training School			20	5
Total			144	120
Grand Total			1,755	2,001

2. Graduates:

The following students have completed their work since the last meeting of the Board, and I recommend that their graduation be approved:

TEACHERS COLLEGE BOARD

BACHELOR OF EDUCATION DEGREE

August 1, 1941

Students	Town	County
Anderson, Mary L. (Elementary Education-History)	Belleville	St. Clair
Arnette, Laura E. (Commerce-Sociology)	Carbondale	Jackson
Baker, Marie (Elementary Education-History)	Cartersville	Williamson
Baker, Taft (Elementary Education-History)	Cartersville	Williamson
Barstis, Mary (Elementary Education-English)	W. Frankfort	Franklin
Belford, Velsie A. (Music-Commerce)	Marion	Williamson
Berndt, Gladys (Elementary Education-History)	Harrisburg	Saline
Bowyer, Genevieve L. (Sociology-English)	Keenes	Wayne
Bozarth, Charles M. (Elementary Education-Geog.)	McLeansboro	Hamilton
Bozarth, Ruth (Commerce-History)	McLeansboro	Hamilton
Brehm, Emelyn M. (Art-Commerce)	Ashley	Washington
Brock, Irene V. (Elementary Education-Art)	DuQuoin	Perry
Brown, Leota J. (Household Arts-English)	Luka	Marion
Bryant, Sadie (Elementary Education-Government)	Harvey	Cook
Carroll, Lillie E. (Elementary Education-English)	Granite City	Madison
Chandler, James C. (Geography-English)	Carbondale	Jackson
Clayton, John H., Jr. (Sociology-Geography)	Johnston City	Williamson
Clements, Eileen (Physical Education-English)	Mascoutah	St. Clair
Copple, Clarence F. (Elementary Education-Geog.)	Centralia	Marion
Crenshaw, Beulah C. (Elementary Education-Geog.)	Carbondale	Jackson
Crim, W. Walter (History-English)	Mound City	Pulaski
Davis, Edith L. (Music-Commerce)	Marion	Williamson
Davis, Madge R. (Sociology-English)	Harrisburg	Saline
Dawes, Earl H. (Elementary Education-Geography)	Summerfield	St. Clair
Delay, Dean J. (Geography-History)	Keyesport	Clinton
Dickson, Leota J. (Elementary Education-English)	Lenzburg	St. Clair
Edrington, Edith (Household Arts-Commerce)	Cairo	Alexander
English, Joseph T. (Commerce-English)	Jonesboro	Union
Evans, Mary E. (Sociology-English)	E. St. Louis	St. Clair
Fields, Ella B. (Geography-History)	W. Frankfort	Franklin
Forrester, Carl M. (Zoology-Geography)	Norris City	White
Fowler, Wanda S. (Elementary Education-Art)	Carbondale	Jackson
Frederick, V. David (Econ.-Geography)	Mt. Erie	Wayne
Gardner, Charles R. (History-Agriculture)	Eldorado	Saline
Garlich, Edna A. (History-English)	Nashville	Washington
Garrett, Carl N. (Commerce-History)	Brookport	Massac
Garson, Anne (English-History)	Carbondale	Jackson
George, Carl C. (Industrial Education-Mathematics)	Cypress	Johnson
Gustin, Laurelee (Elementary Ed.-Household Arts)	Harrisburg	Saline
Gwaltney, Laverne (Chemistry-Mathematics)	Carbondale	Jackson
Hammack, Wayne A. (Economics-Commerce)	Cartersville	Williamson
Heinlein, June Imol (English-Latin)	Mascoutah	St. Clair
Heinz, Vernice C. (English-Mathematics)	West Frankfort	Franklin
Heinz, Walter E. (Chemistry-Mathematics)	Staunton	Macoupin
Hickman, Alfred E. (Music-History)	East St. Louis	St. Clair
Hill, Samuel A. (Commerce-English)	Marion	Williamson
Hodge, Eleanor (Elementary Education-History)	Waltonville	Jefferson
Hooker, Clifford P. (Industrial Education-Math.)	McClure	Alexander
Hughes, Wilma R. (Latin-English)	Okawville	Washington
Irwin, Mildred (Elementary Education-History)	Dahlgren	Hamilton
Iubelt, Clifford A. (History-English)	Orient	Franklin
James, Margaret M. (English-History)	Harrisburg	Saline
Jarvis, Mary C. (Music-English)	Harrisburg	Saline
Johnson, Walter C. (Social Science-Commerce)	Benton	Franklin
Jones, Charles E. (Sociology-History)	Carbondale	Jackson
Kanady, Merna R. (Commerce-English)	Anna	Union
Keiner, Eileen (Mathematics-English)	DuQuoin	Perry
Keller, Charlotte W. (History-English)	Dongola	Union
Krisfalussy, Steve (Chemistry-History)	Zeigler	Franklin
Krughoff, Mildred A. (Elementary Education-Geog.)	Hoyleton	Washington
Lannom, Geraldine (English-History)	Vienna	Johnson
Langdon, George D. (Industrial Education-Math.)	Elvins, Missouri	St. Francois
Lauderdale, V. Kathleen (Commerce-English)	Golconda	Pope
Lee, E. Laverne (Commerce-Mathematics)	Benton	Franklin
Lipsey, W. Everett (Elementary Education-Geog.)	Mulkeytown	Franklin
Lorinski, Tophelia (Commerce-French)	Herrin	Williamson
Lucht, Elda M. (Elementary Education-History)	Hartford	Madison
McDill, Thelda M. (Elementary Education-Geog.)	West Frankfort	Franklin
McDonald, Denver W. (Elem. Education-History)	Mt. Vernon	Jefferson
McNeile, Margaret (English-History)	Mound City	Pulaski
Meyer, Virginia (Latin-English)	Granite City	Madison
Milligan, Eva Jane (English-Speech)	Carbondale	Jackson
Morgan, Frances G. (English-Sociology)	Okawville	Washington
Morris, Joseph S. (History-Commerce)	Carbondale	Jackson
Moseley, Odell (Physics-Botany)	Alto Pass	Union
Moseley, Freda O. (History-English)	Carbondale	Jackson
Moss, Ernest R. (Industrial Education-Agriculture)	McLeansboro	Hamilton

PROCEEDINGS

Students	Town	County
Muser, Emma C. (English-Geography).....	Lenzburg	St. Clair
Ogden, Mary M. (Commerce-History).....	Carbondale	Jackson
Owen, Clifford E. (Zoology-Geography).....	Marion	Williamson
Pantaleo, Vincent J. (Geography-Government).....	DuQuoin	Perry
Pemberton, Dorothy A. (English-Art).....	Eldorado	Saline
Perry, Winifred H. (Elementary Education-English)...	Marion	Williamson
Pillow, Maurine (Elementary Education-History)...	Marion	Williamson
Pinson, Loren E. (History-English).....	Marion	Williamson
Poelman, Wilhelmina (Sociology-English).....	Chicago	Cook
Pratt, Charles (Geography-Economics).....	Hoopeston	Vermilion
Pryor, William H. (English-Geography).....	Carbondale	Jackson
Rainey, Edith A. (Household Arts-Chemistry).....	Marion	Williamson
Redmond, Dorothy A. (History-Mathematics).....	Granite City	Madison
Reeves, Lou Ellen (Elementary Education-English)...	Harrisburg	Saline
Rice, Wilbur R. (Sociology-English).....	Crossville	White
Richards, Maxine H. (Household Arts-Sociology)...	Sims	Wayne
Roberson, Thelma S. (English-History).....	Benton	Franklin
Robertson, Harold (History-Physical Education)...	Eldorado	Saline
Robertson, Thelma (Commerce-English).....	Carbondale	Jackson
Rogers, Edward A. (Music-Commerce).....	Carbondale	Jackson
Rondeau, Irene L. (Elementary Education-English)...	Tamms	Alexander
Rountree, E. Glenn (Physics-English).....	Centralia	Marion
Rowe, Winnie C. (Elementary Education-English)...	West Frankfort	Franklin
Sabella, Pete. (Commerce-Economics).....	Murphysboro	Jackson
Samford, Arthur A. (History-Agriculture).....	Fairfield	Wayne
Shook, Saralee (Household Arts-English).....	Murphysboro	Jackson
Smith, Theda Zell (English-History).....	Harrisburg	Saline
Spitzner, Mary K. (Mathematics-Chemistry).....	Carbondale	Jackson
Stewart, A. Imogene (Commerce-History).....	Carbondale	Jackson
Stief, Charles H. (Music-English).....	East St. Louis	St. Clair
Struckmeyer, Esther C. (Sociology-English).....	East St. Louis	St. Clair
Swank, Alberta W. (English-Commerce).....	Collinsville	Madison
Syfert, G. Walter (Music-Mathematics).....	West Frankfort	Franklin
Tate, William F. (Zoology-History).....	Buckner	Franklin
Thom, Raymond Ira (Commerce-Economics).....	Willisville	Perry
Tomlinson, Ruby L. (Sociology-Music).....	Carbondale	Jackson
Van Bibber, Marjorie (Art-Physical Education)....	Granite City	Madison
Veach, Gerald (Geography-Agriculture).....	Simpson	Johnson
Vickery, Charles E. (Economics-English).....	Marion	Williamson
Wade, Florence O. (Household Arts-English).....	Dow	Jersey
Webb, Margaret K. (Commerce-Mathematics).....	Tamms	Alexander
Whisler, Kenneth A. (Mathematics-Botany).....	Ava	Jackson
Whitney, Ellen T. (History-English).....	Greenville	Bond
Wiley, Margaret Lou (Sociology-Commerce).....	Carbondale	Jackson
Winters, Winona (Art-English).....	Marion	Williamson
Wright, Gladys A. (Elementary Ed.-Geography)....	Brownfield	Pope
York, James E. (Commerce-Economics).....	McLeansboro	Hamilton
Zerweck, Harriet M. (Elementary Education-French)...	Belleville	St. Clair

I am presenting below the graduation summary for the year 1941:

GRADUATION SUMMARY

1941

Bachelor of Education Degree

	<i>Men</i>	<i>Women</i>	<i>Total</i>
June	75	55	130
August	49	76	125
Total	124	131	255

3. Scholarships and Assistantships:

In addition to the assistantships, fellowships, and scholarships awarded to members of this year's graduating class which were reported in the July 19 report to the Board, I am submitting below the names of graduates of this and former classes who have received awards since the last meeting of the Board. The total of the complete list of graduate awards for this year is now eighteen. The spread among institutions

TEACHERS COLLEGE BOARD

is also interesting since our students went into sixteen different institutions scattered from New England to the State of Washington.

ASSISTANTSHIPS

Botany	Eloise Pannell.....	Washington University
Botany	Philip Smith.....	University of Illinois
Chemistry	Howard Williamson.....	Wayne University
Physical Ed. for Women.....	Marian Bynum.....	University of Minnesota
Zoology	Norman Meinkoth.....	University of Illinois
Geography	John F. Gaines.....	University of Nebraska

FELLOWSHIPS

Education	Willard Kerr.....	Purdue University
Physics	Joe Dillinger.....	Massachusetts Institute of Tech.

SCHOLARSHIPS

Agriculture and Bio-Chem....	Gaylord Whitlock..	University of Pennsylvania
Geography	Robert Finley.....	University of Wisconsin
Zoology	Alby Sharknas.....	University of Illinois

4. Extension:

I am presenting below the report of the College Extension Service for the year 1940-41 as presented to me by Mr. T. W. Abbott, Director of Extension. The report follows:

During the school year 1940-41 the Extension Service of the College offered thirty-eight courses in Southern Illinois with a total enrollment of 1,783. These courses were located in the following centers:

Anna	Fairfield 2	Nashville
Belleville 2	Harrisburg 3	Pinckneyville
Benton 3	Marion 2	Salem
Carmi	McLeansboro	Vienna
Cartersville	Metropolis	Waterloo
Chester	Mound City	West Frankfort
East St. Louis	Mt. Vernon 3	Campus 9

The following departments of the school offered courses:

Agriculture 2	Education 5	Journalism 2
Art 4	English 3	Music
Botany	Geography	Rural Education 8
Commerce 2	Government	Sociology 2
	History 4	

Total Income on Extension Courses.....\$8,505.69

Total Expense

a. Other than faculty salaries

Travel	\$2,358.37
General Extension Travel.....	172.89
Office Expense	2.40
Repairs and Equipment.....	308.94
Secretary Salary	80.00
Operation	7.50
Radio	
1. Harrisburg	261.25
2. Herrin—started November, 1940...	228.00
3. Herrin—started December, 1940...	180.31
4. Salary, Technician.....	278.75

3,878.41

\$4,627.28

b. Salaries chargeable to Extension..... 7,698.41

Net Cost to College.....\$3,071.13

Total Enrollment in Extension Classes..... 1,783

Total Hours Credit Granted in Extension Classes.... 7,418

PROCEEDINGS

The net cost to the College is \$.41 a credit hour, which is very low.

5. Per Capita Cost of Operation, College Students for the year July 1, 1940, to June 30, 1941:

ENROLLMENT			
Summer Session, 1940.....	1,602 ÷	4.5	\$356.00
Fall Quarter, 1940.....	2,181 ÷	3.0	727.00
Winter Quarter, 1941.....	2,052 ÷	3.0	684.00
Spring Quarter, 1941.....	1,885 ÷	3.0	628.33
Extension, 1941.....	1,939 ÷	12.0	161.58
			2,556.91

COST OF OPERATION Actual Expenditures to June 30, 1941¹ (State Appropriations and Income Fund)

	Total	Income	State Appropriations
Salaries and Wages.....	\$467,417.01	\$37,469.02	\$429,947.99
Office Expense	5,970.42	1,086.02	4,884.40
Postage			
Printing	3,669.91		3,669.91
Travel	8,571.49	6,837.51	1,733.98
Operation	49,376.00	13,513.29	35,862.71
Repairs and Equipment.....	44,946.34	9,778.84	35,167.50
	\$579,951.17	\$68,684.68	\$511,266.49

¹ Excluding expenditures for Auxiliary Enterprises.

$$\text{PER CAPITA COST} \\ \$579,951.17 \div 2,556.9 = \$226.82$$

II AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

1. It is with deep regret that I announce officially the death of Miss Mary Crawford, for thirteen years a member of the English Department. Since Miss Crawford was also the official College Hostess, her death represents an even greater loss to the College. She was a fine teacher and a woman of excellent character.
2. Resignations
 - a. Mr. George Watson, a member of the Department of Government since 1939, has tendered his resignation to accept a research position with the Federation of Tax Administrators in Chicago.
 - b. Miss Ruth E. Manning has resigned her position as a critic in the Carterville Community High School to accept a position in Massachusetts.
3. Leaves of Absence
 - a. Since the last meeting of the Board Mr. Victor Randolph of the Rural Education Department has requested a leave of absence for the first semester of the year 1941-42 to continue work on his Doctor's degree at George Peabody Col-

lege for Teachers in Nashville, Tennessee. I am recommending that Mr. Randolph's leave of absence be confirmed. We are not filling the vacancy in this department.

- b. Just before the opening of the Fall Quarter, I received word from Miss Thelma Kellogg, Associate Professor in the English Department, that because of a recent operation it would be impossible for her to return to the campus before January 1, 1942.

I am, therefore, recommending that Miss Kellogg's leave of absence to January 1 be confirmed. The English Department, through an adjustment of the schedule, has made it unnecessary to employ a substitute teacher for this vacancy.

- c. Miss Helen McLane of the Department of Physical Education for Women requests a leave of absence for the year 1941-42. I am recommending that this leave of absence be confirmed.
4. Pursuant to authority given at the last meeting of the Board on July 9, 1941, I have made the following appointments to the faculty:
 - a. For the position in Clinical Psychology created by the resignation of Mr. Ronald O. Lippitt, I am submitting the name of Mr. George G. Thompson of Bucklin, Kansas. Mr. Thompson was granted the Bachelor of Arts degree from Fort Hays, Kansas, State College, Hays, Kansas, in 1937, the Master of Science degree from Kansas State College in 1938, and the Doctor of Philosophy degree from the State University of Iowa in 1941. Dr. Thompson has a major in Child Psychology and a minor in Clinical and General Psychology.

Dr. Thompson taught in the grade schools in Kansas from 1932 to 1935. From 1935 to 1937 he was employed first as a student assistant and then as a part-time instructor in the Fort Hays, Kansas, State College. During the summer of 1939, he was an assistant in Education teaching Child Development at Northwestern University. From 1938 to 1941, Dr. Thompson was employed as a Research Assistant at the Iowa Child Welfare Research Station, State University of Iowa, and during the summer of 1941 he was the psychologist at the Cherokee State Hospital (for psychopathics), Cherokee, Iowa.

The position which Dr. Thompson will fill here at the College calls not only for teaching in the Education Department, but also requires someone with special training in clinical psychology, as he will be in charge of the clinical psychology in connection with the Bureau of Child Guidance on our campus.

It is recommended that the appointment of Dr. Thompson be confirmed by the Board at a salary of \$2,250 for the thirty-six weeks.

- b. For the position that was vacant in the Physiology and Health Education Department, I am submitting the name of Dr. Frances E. Rowe. Dr. Rowe was granted the Bachelor of Science degree from the University of Vermont in 1936 and the Doctor of Medicine degree from the University of Vermont College of Medicine, 1940. She served her internship at the General Hospital in Syracuse, New York.

It is recommended that the appointment of Dr. Rowe in the Physiology and Health Education Department be validated, at a salary of \$2,250 for the thirty-six weeks.

- c. For the vacancy on the Library Staff I am submitting the name of Miss Grace E. Kite of Mendota, Illinois. Miss Kite was granted the Bachelor of Science degree from Northwestern University in 1929, the Master of Arts degree from Teachers College, Columbia University, in 1939, and the Bachelor of Science in Library Science degree from the University of Illinois in 1941. From 1929 to 1937 Miss Kite taught English in the Junior High School in Amboy, Illinois, and during the year 1939-40 she taught in the Senior High School in Kewanee, Illinois.

It is recommended that the appointment of Miss Kite be confirmed by the Board at a salary of \$1,350 for the thirty-six weeks.

- d. To fill the new position in the Department of Chemistry, I am submitting the name of Mr. Don S. McClellan. Mr. McClellan was granted the Bachelor of Education degree from the Western Illinois State Teachers College in 1939, and the Master of Science degree from the University of Illinois in 1940. For the past year he has attended the University of Illinois, where he has completed one year of work on his Doctor of Philosophy degree.

I am asking the Board to validate the appointment of Mr. McClellan at a salary of \$2,025 for the thirty-six weeks.

- e. For the position which is vacant in vocational agriculture in the University High School because of the resignation of Mr. Cazal, I am submitting the name of Mr. Lloyd J. Phipps of Roberts, Illinois. Mr. Phipps was granted the Bachelor of Science degree from the University of Illinois in 1940 and will complete the work for the Master's degree from the University of Illinois next summer. During the past year Mr. Phipps taught agriculture at the high school in Niantic, Illinois.

It is recommended that the employment of Mr. Phipps as a teacher of Vocational Agriculture in the University High School be confirmed by the Board at a salary of \$1,800 for the thirty-six weeks. Half of this salary will be refunded to the College from federal funds by the State Board for Vocational Education.

- f. For the vacancy created in the Department of Physical Education for Women because of the leave of absence granted to Miss Helen McLane, I am submitting the name of Miss Margaret E. De Weese. Miss De Weese was granted the Bachelor of Arts degree from the State University of Iowa in 1935 and the Master of Arts degree from Northwestern University in 1941. From 1936 to 1940 she taught in the Marion High School in Marion, Iowa, and during the past year she has been teaching in the Oak Street Junior High School in Burlington, Iowa.

It is recommended that the appointment of Miss De Weese for one year in the Department of Physical Education for Women be confirmed, at a salary of \$1,800 for the thirty-six weeks.

- g. For the new position in speech, I am submitting the name of Miss Ota Thomas. Miss Thomas was granted the Bachelor of Arts degree in 1934, the Master of Arts degree in 1936, and the Doctor of Philosophy degree in 1941 from Iowa State University. For two years Miss Thomas taught speech and history in the high school at Geneseo, Illinois, after which she taught speech for one year at the University of Akron. For the past year she has attended the University of Iowa where she held a teaching fellowship.

I am asking the Board to validate the appointment of Miss Thomas in the English Department as a teacher of Speech at a salary of \$2,250 for the thirty-six weeks.

- h. For the position which is vacant in the Department of Physical Education for Women because of the resignation of Miss McNamara, who at the last meeting of the Board was employed to fill the vacancy created by the leave of absence granted Miss Davies, I am submitting the name of Miss Virginia Congreve of Chicago. Miss Congreve was granted the Bachelor of Arts degree in 1939 and the Master of Arts degree in 1941 from Northwestern University. From 1939 to 1941 Miss Congreve taught physical education and English at Morris, Illinois.

It is recommended that the appointment of Miss Congreve for one year in the Department of Physical Education for Women be confirmed at a salary of \$1,800 for the thirty-six weeks.

i. For the position in the English Department created by the death of Miss Mary Crawford, I am submitting the name of Miss Elizabeth Lee Harris of Lebanon, Tennessee. Miss Harris was granted the Bachelor of Arts degree in 1927, the Master of Arts degree in 1928 and the Doctor of Philosophy degree in 1935 from Vanderbilt University. From 1928 to 1930, Miss Harris taught Latin and English at Lincoln Memorial University, Harrogate, Tennessee; from 1930 to 1932 she held a teaching fellowship in English at Vanderbilt University; from 1932 to 1934 she taught English at Grenada College, Grenada, Mississippi; from 1934 to 1937 she was Head of the Department of English in The College of the Ozarks, Clarksville, Arkansas; and from 1937 to 1941, Miss Harris was assistant professor of English at Winthrop College, Rock Hill, South Carolina. I am recommending that the appointment of Miss Harris in the English Department be validated, at a salary of of \$2,250 for the thirty-six weeks.

j. For the position in the Cartersville Community High School created by the resignation of Miss Ruth E. Manning, the Cartersville High School Board has employed Miss Elizabeth R. Melson of Fairfield, Illinois. Miss Melson was granted the Bachelor of Arts degree from McKendree College in 1930 and the Master of Arts degree from the University of Iowa in 1940. Miss Melson attended the University of Illinois during the summers of 1933 and 1941, and she also attended the State College of Education, Greeley, Colorado, during the summer of 1935. Since 1930 Miss Melson has taught commerce in the public schools of Illinois.

I am asking the Board to validate the appointment of Miss Melson as a part-time critic in the Cartersville Community High School. Our portion of her salary is \$396 for the thirty-six weeks.

k. To fill the vacancy in the Department of Government created by the resignation of Mr. George Watson, I am submitting the name of Miss Jacqueline Eckert. Miss Eckert was granted the Bachelor of Arts degree in 1933, the Master of Arts degree in 1934, and the Doctor of Philosophy degree in 1939, all from the University of Texas. From 1936 to 1939 she taught in the Department of Government at the University of Texas.

I am asking the Board to validate the appointment of Miss Eckert at a salary of \$2,250 for the thirty-six weeks.

l. Last year the College employed on a part-time basis two highly competent men who are available in the vicinity of Carbondale. One of these was Mr. Arthur D. Brunk, who is a trained social worker, employed by a private

agency operating in Williamson County. Last year we used him part-time to make home investigations and do follow-up work for the Child Guidance Bureau, which the College operates in co-operation with the Institute for Juvenile Research. I am asking that Mr. Brunk's temporary part-time appointment at a salary of \$50.00 be continued this year.

- m. The other employee is Mr. Louis Petroff, who has a Doctor of Philosophy degree in Sociology from the University of Southern California. Mr. Petroff lives in West Frankfort. We should like to employ Mr. Petroff to teach some extension courses in sociology under the auspices of the College, paying him at the rate of fourteen dollars per quarter hour per month for the work that is actually assigned him from time to time. We do not expect to use him over half-time. The tuition income which we receive from Mr. Petroff's classes will more than pay his salary, thus making it possible to extend the services of the College at no additional net cost.

5. Summary statement on faculty salaries:

With the exception of Mr. Brunk and Dr. Petroff the positions described above were allowed in the last Board Report and salaries were set up for them. In most instances the salary at which the new faculty member was actually employed was substantially lower than that originally set up. The following table shows the name of each new faculty member, the salary set up in the last Board Report, and the salary at which he was actually employed.

	Original Salary Allotted	Actual Salary
Congreve, Virginia	\$ 2,025.00	\$ 1,800.00
DeWeese, Margaret	2,025.00	1,800.00
Harris, Elizabeth	2,610.00	2,250.00
Kite, Grace E.	1,350.00	1,350.00
McClellan, D. S.	2,250.00	2,025.00
Melson, Elizabeth	396.00	396.00
Phipps, Lloyd J.	2,250.00	1,800.00
Rowe, Frances E.	2,520.00	2,250.00
Thomas, Ota	2,250.00	2,250.00
Thompson, George C.	2,250.00	2,250.00
Eckert, Jacqueline	2,250.00	2,250.00
Total	\$22,176.00	\$20,421.00

It will be observed from this table that the total saving on this list of faculty members amounts to \$1,755 for the year. In addition to this we do not plan to fill the positions left vacant by the half-year leaves of absence requested by Miss Thelma Kellogg and Mr. Victor Randolph, and the position of special assistant in vocational education for the year. Thus we are saving an additional \$3,980.

On the other side of the ledger are the cases of Miss Scott, Mrs. Rogers, and Mr. Lawson, whose salaries have been increased by small amounts over those allowed in the last Board Report.

Miss Scott and Mrs. Rogers were given increases because of shifts in responsibility in the Training School; Mr. Lawson's increase was made in order to keep him from accepting a position at a higher salary in another teachers college. The total amount of these increases for the year is \$205.

Summing up the whole situation, I am presenting final payrolls for the year which will represent a total saving of \$5,530 over the total amount allowed for faculty salaries and wages in the last meeting of the Board. I respectfully submit these payrolls for Board approval.

6. Prior to the depression, the College had a colored woman janitress, whose duty it was to take care of the women's toilets during the day when men janitors could not enter them. For a time we managed to get this work done with WPA help, but such help is no longer available.

With the beginning of the Fall Term I asked that a negro woman be assigned, through regular channels, to the College for this work at a part-time salary of \$45 a month.

Director Thompson tentatively approved the appointment of Miss Margaret Ricks and she is now at work on the campus. I would like for the Board to confirm her employment.

IV. THE ORGANIZATION

1. I am recommending that agreements with the Public Elementary Schools in the city of Carbondale, with the Carterville High School, and with the five affiliated rural schools be renewed for the ensuing year.

Relations with the Carterville High School are to be continued on exactly the same basis as they have been hitherto.

The Carbondale Public Schools agreement is to be continued on exactly the same basis as it was last year. The agreement follows:

- a. For the six women critics at present employed, District 95 will pay \$900 per year and S.I.N.U. will pay \$690 a year. In case of vacancies in the above group no replacements will be made.
- b. Teachers employed by District 95 may be used for critics by S.I.N.U. as needed. These will be recommended by Mr. Hoffner and will receive ten dollars a month for the first student teacher and five dollars a month for each additional student teacher.
- c. Mr. Teel will receive full pay as a teacher from District 95 and the balance from the College. He will teach as at present; supervise student teachers in other buildings part-time; and will have charge of the Brush Building as directed by Mr. Hoffner.

The agreement concerning the services of Mr. Charles Paterson, director of the band and teacher of instrumental music, is not to be changed this year.

- d. Mr. Cisne will retain his present status and in addition will be permitted to supervise student teachers who may be teaching in the other schools of Carbondale.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. The New Training School Building:

Bids on the new training school building without the shop and without the equipment were opened on Thursday, September 18. The following is a tabulation of the lowest bids:

General	\$550,000
Heating	112,467
Plumbing	45,211
Electrical	97,146

\$804,824

We had only \$574,000 after the land and engineering plans were paid for with which to build and equip the new Training School. The lowest bids on the bare building alone totaled \$804,824 without the vocational training shop which had been eliminated previously because the architect felt that the appropriation would not cover it.

At the suggestion of the architect's office we immediately got in touch with Director Thompson and with Mr. Dill and Mr. Sturgis of the Advisory Committee who gave their approval to an application for a PWA grant out of the new defense emergency fund to cover the balance on the building, the equipment, and some work on the grounds. The latest report on this application will be given verbally to the Board on the day of the meeting.

In the meantime, all bids have been rejected, and if the PWA grant does not come through, we shall have to eliminate part of the building in order to bring the cost within the available funds. The very large discrepancy between the architect's estimate and the actual bids is, of course, due to the increases in cost which have resulted from the defense activities.

2. The Land Purchase:

Proper procedures for the purchase of the vacant lands in the College purchase area and of the unattractive business properties across the street from the campus, for which an appropriation of \$68,000 was made by the last session of the Legislature, have been worked out with Mr. Kibler, Administrative Auditor to the Governor, and at his suggestion the following steps have been taken toward the acquisition of this land:

- a. In consultation with the Advisory Committee of the Board for this College, a local committee of real estate men was appointed for the appraisal of the properties in question.
- b. The owners of the property were then approached to ask what price they would accept for the properties. In most instances these prices were far in excess of the appraisals.
- c. The appraisals and the quotations were then taken to Mr. Kibler for further consultation. He instructed us to try to secure options on the property for immediate purchase at the appraisal price. If the owners are not willing to sell at the appraisal price, then condemnation proceedings will be instituted for the purchase of the properties.

We are now in the process of trying to secure these options.

VII. AUXILIARY ENTERPRISES

Mrs. Wanda Newsum Gum, Director of Student Employment and Assistant Dean of Women, presents the following report of the work of the Student Employment Office for the year July 1, 1940, to June 30, 1941.

Summary of Student Work Programs:

1. NYA Student Work Program:

Allocation of NYA funds for the school year 1940-41 was made on a basis of 9.47% of the 1939 Fall enrollment. On this basis, Southern Illinois Normal University was originally allocated funds for 194 students at the rate of \$15 per month (\$26,190). Additional allocations were made during the year, making the total yearly allocation \$34,809. These increases came as the result of correspondence with the State Office concerning the extreme need of student applicants.

2. State Employment:

There were 254 students given work on a steady part-time basis on the regular College Student Employment Program. Of these 254 students, 104 were women and 150 were men. Their salaries were paid from funds designated as "Departmental Appropriations for Student Help."

Students who are given steady part-time State jobs are, as a rule, chosen by departmental heads in cooperation with the Employment Office on a strict merit basis, emphasizing need, scholarship and ability.

In addition to these departmental State jobs which are paid from funds allocated to the various departments, several students received extra work about the campus, and were paid on an hourly scale from State funds.

During the past school year 44 girls also earned one-half their room and board at the Hall.

3. Private Employment:

Because the NYA and the State payrolls were not sufficient to help all those applicants who must have employment while attending college, special emphasis was placed on private employment. Through newspaper articles in the *Carbondale Free Press* and contacts by telephone, a concerted effort has been made to make homeowners and business men Student Employment Service conscious when they need someone to do part-time work.

Summary

It is conservatively estimated that the total income of working students during the year approximated \$102,000. This figure was derived by computing room and board work as equivalent to \$5 per week, and adding that sum to the total yearly payrolls of the NYA and State Student Aid Programs. The income from odd jobs is, of course, practically impossible to estimate.

Several students have been successful in securing desirable positions because of their work experience in the Student Employment Service. About a dozen of the more experienced student assistants in this Office secured Civil Service appointments in the War Department in Washington, D. C., during the year, one secured a permanent job as radio announcer at Evansville, Indiana, two secured permanent positions as business machine salesmen demonstrators for Burroughs Adding Machine Company, and three as accountants in the new Illinois Ordnance Works. All the positions described came as a direct result of first-hand experience in the student works program.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

The approval of the Normal School Board is asked for the following items which I am recommending:

1. Validation of the graduation of the students whose names are listed on the preceding pages.
2. Acceptance of the resignations of Mr. Watson and Miss Manning.
3. Granting of leaves of absence to Mr. Randolph, Miss Kellogg and Miss McLane.
4. The confirmation of the appointments of Dr. George G. Thompson, Dr. Frances E. Rowe, Miss Grace E. Kite, Mr. Don S. McClellan, Mr. Lloyd J. Phipps, Miss Margaret De Weese, Dr. Ota Thomas, Miss Virginia Congreve, Dr. Elizabeth Harris, Miss Elizabeth R. Melson, and Dr. Jacqueline Eckert, respectively, at the salaries indicated.

PROCEEDINGS

5. The confirmation of the part-time employment of Mr. Arthur D. Brunk and Mr. Louis Petroff.
6. The confirmation of the adjustments made in the salaries of Miss Scott, Mrs. Rogers, and Mr. Lawson.
7. The confirmation of the employment of Miss Margaret Ricks as janitress at the salary indicated.
8. The renewal of the agreements for practice teaching with the Public Elementary Schools in the City of Carbondale, with the Carterville Community High School, and with the five affiliated rural schools.
9. Approval of the action of the chairman of the Board, the Advisory Committee and the President of the College on the new Training School Building.
10. Approval of the action of the Advisory Committee and of Mr. Miles and Mr. Kibler on the land purchase.

Respectfully submitted,

ROSCOE PULLIAM.

ILLINOIS STATE NORMAL UNIVERSITY NORMAL

Meeting in Charleston, October 13, 1941

To the Chairman and Members of the Teachers College Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS

1. Attendance for the Summer Session, 1941

a. University	Men and Boys	Women and Girls	Total	Total One Year Ago
Post Graduates	52	100	152	185
Seniors	106	275	381	462
Juniors	69	416	485	478
Sophomores	30	237	267	336
Freshmen	23	60	83	97
Unclassified and Special.....	51	226	277	316
Total College Students on Campus	331	1,314	1,645	1,874
b. University High School.....	97	99	196	185
c. University Elementary School.....	105	96	201	226
d. Auxiliary Training Schools				
Illinois Soldiers and Sailors Children's School.....	220	144	264	280
Houghton Rural School.....	12	10	22	24
Little Brick Rural School.....	10	16	26	12
Total Pupils, Elementary and Secondary	444	365	809	727
Total	775	1,679	2,454	2,601

TEACHERS COLLEGE BOARD

Although there was no regular campus summer session after August 6, the Illinois Soldiers and Sailors Children's School was open with an enrollment of 210 children and providing practice teaching facilities for 7 regularly registered student teachers and the School of the Woods Social Studies Laboratory was in session with an enrollment of 28.

2. Attendance for the year 1940-1941, including the Summer Session of 1940:

	Men and Boys	Women and Girls	Total
a. University	974	2,458	3,432
b. Extension	79	729	808
c. High School	305	268	573
d. Elementary Grades	585	470	1,055
Total	1,943	3,925	5,868

3. Per Capita Cost for University Year, 1940-1941:

- a. At a meeting of the presidents and registrars of the five State Teachers Colleges in Chicago on February 2, it was agreed that per capita cost could be shown on a more equitable basis by reducing enrollment to semester hours. As a result of this action, the per capita cost as computed and here presented is on the new basis:

	Semester Hours Earned
First Semester, 1940-1941.....	28,274
Second Semester, 1940-1941.....	23,537
First Semester Extension	1,158
Second Semester Extension	830
Summer Session, 1940.....	14,154
Three Weeks Session, 1940.....	156
	68,109

68,109 semester hours divided by 32 semester hours (average annual student load) gives 2,128 students as the basic figure for computing per capita cost.

- b. Cost of operating the University for the year beginning July 1, 1940, and ending June 30, 1941, including all items except Permanent Improvements and expenditures for Fell Hall and University Farm:

Salaries and Wages	\$509,996.08	
Office Expense	4,302.64	
Travel	3,500.74	
Operation	37,878.19	
Repair and Equipment	32,648.48	
Printing and Stationery.....	3,864.65	
Postage	2,325.00	
Income Fund	133,246.79	
Total Expenditures		\$727,762.57
Less: Farm Expenditures	9,681.36	
Fell Hall Expenditures	32,050.33	41,731.69
		\$686,030.88

- c. Computation of Per Capita Cost:

Total Expenditures \$686,030.88 ÷ 2,128 = \$322.38.

The per capita cost for the 1940-1941 year amounted to \$322.38 as compared with \$297.73 for the year 1939-1940.

This apparent increase over last year is due to the change in the policy of reducing the enrollment to a semester hour basis. Prior to this year the enrollment had been reduced to a thirty-six week basis. Beginning with this year it is reduced to a thirty-two semester hour per student basis. Figured on last year's basis (2,305 students instead of 2,128 students), the per capita cost would be \$297.62, which is eleven cents lower than a year ago and one cent less than the 1937-1938 per capita cost.

4. Attendance for the First Semester, 1941-1942:

The complete and itemized report of attendance for the first semester will be presented in the next report to the Teachers College Board. However, at this time, in view of the interest throughout the country in college and university enrollments, some figures are presented.

On October 3, 1941, the enrollment in the University was 1,621, which represents a decrease of 10.9 per cent over the final enrollment figure for the first semester one year ago. This decrease is much less than the 25 per cent loss it was at one time feared we might have. The upper classmen returned in larger numbers than anticipated and the number of men in school is greater than we had presumed would be true under existing conditions. We have lost very heavily in women students, due to many of them obtaining employment, and this situation is likely to continue because of our being adjacent to Bloomington, where employment in offices, especially a large insurance office, is so readily available. The enrollment at the present time is made up of 1,074 women and 547 men, and of this total the freshman class numbers 638. Of the entering freshmen 83 per cent were in the upper half of their high school graduating classes and there are 64 valedictorians in this group.

5. Extension Work for the First Semester, 1941:

A detailed report as to centers served, class enrollment and courses offered will be presented in the next report. The demand for extension work continues and we have been able to meet most of this demand this year, with a total present enrollment of 582 as compared with 579 as a final figure for the first semester of last year.

6. Graduates at the close of the 1941 Summer Session:

- a. The students whose names are listed below completed the requirements for graduation from their various courses at the close of the 1941 Summer Session and I recommend that their graduation be sanctioned. Those graduating in June, 1941, were listed in the report made to the Board on July 9, 1941.

TEACHERS COLLEGE BOARD

DEGREE GRADUATES Bachelor of Education Degree

AGRICULTURE EDUCATION

Livingston, Jetson Edgar.....Decatur

RURAL EDUCATION

Chandler, Geneva Pauline.....Atlanta Wallis, Ruth Elberta.....Benson
Schrage, Albin Joseph.....Breese

HEALTH AND PHYSICAL EDUCATION (MEN)

Palumbo, Peter Charles.....Chicago White, Warren Adelbert.....Buda
Sullivan, James Lyle.....Wenona Whitlow, Otis Thomas.....Strawn
Tuggle, Telvin Clinton

SPEECH EDUCATION

Hurdle, Betty Ann.....Mt. Sterling Logsdon, Shields Beach.....Granite City
Koehler, Margaret Dorothy Muriel Sutter, Earl Eugene.....Heyworth
.....Rock Island

ART EDUCATION

Allison, Milton Dale.....Streator File, Myrtle Jane.....Greenville
Angelo, Edna Ella Ann.....Palmyra Michels, Sister M. Matthias.....Chicago

MUSIC EDUCATION

Delhaus, Melvin Martin.....Nokomis Huber, Sister Marie Philip
Holloway, Carmen Lucille.....Collinsville Sinsinawa, Wisconsin
Neer, Richard Lyle.....Martinsville Spellenberg, Katharine Judith
Pitts, Esther Bloomington Huntington, West Virginia

BUSINESS EDUCATION

Brandt, Leroy Francis.....Coal City Elander, Leonard Lee.....Grand Ridge
Brenneman, Arthur Bradford Lindon, Naomi Ronk.....Hinsdale
Brummet, Doris Evelyn.....Minier Stoltz, Helen Marcella.....Sumner

INDUSTRIAL ARTS EDUCATION

Beggs, Vernon Howard.....East Alton Owens, Frank Simeon.....Oak Park
Cargnino, Lawrence Tony.....Girard Peden, James Victor.....Kewanee
Hilt, Sarah Catherine.....Bloomington Stumpf, Nicholas P.....Lincoln
Nicholas, Samuel Streator Van Dyke, Harold.....Normal

HOME ECONOMICS EDUCATION

Giganti, Josephine Catherine..Springfield Jack, Rowena Maxine.....McLean
Harmon, Edith Matilda.....Normal Jaques, Emma Laura
Hilt, Sarah Catherine.....Bloomington Luker, Fae Adele.....Downs
Hobkirk, Mary Louise.....Williamsville Rauch, Irene Moline

ELEMENTARY EDUCATION

Annegers, Vida Fort.....Stronghurst Norvell, Selma Loraine.....Litchfield
Aspinwall, Vivian Minerva.....Freeport Novak, Genevieve Frances.....Riverside
Bohlen, Alta Marie.....Moweaqua O'Connor, Lois Ruth.....Elgin
Brefford, Edna Vivian Bibb.....Chicago Park, Matilda Harmena.....Royal
Bushmeyer, Betty Louise.....Quincy Sarius, Pearl Elizabeth.....Brighton
Colgan, Rosella Mary.....Peoria Schopp, Frances Rita.....Odell
Dalton, Monica Towanda Schuppach, Anna Marie.....Rankin
Dodson, Ralph Daniel.....Martinton Simpkin, Alice.....Griggsville
Floyd, Gladys Lorraine.....Joliet Sister Mary Innocent, O. P.
Hopkins, Lora Mabel.....Roodhouse Sinsinawa, Wis.
Horn, Louise Margaret.....Ottawa Sister Mary Josine Prindaville
Hull, Mildred Avis.....Mason City Bloomington
Jackson, Marvina.....Springfield Slejke, Josephine Mary.....Joliet
Johnson, Laura Maye.....Jacksonville Sprague, Roy William.....Lowell, Indiana
Keller, Helen Steeleville Stannard, Mary Jane.....Bloomington
Lind, Maxine Elaine.....Galva Stephenson, Russell Lovejoy.....Peru
Makinson, Mildred Lorraine.....Forrest Taylor, Olive Irene.....El Paso
Maxon, Helen Elaine.....Springfield Thompson, Mildred Bernice..Bloomington
Moate, Lola Beatrice.....Gridley Torkelson, Virgel Melrose.....Morris
Mutter, Rhoda B.....Springfield Vietti, Minnie Cristina.....Virden
Nix, Imogene Elizabeth.....Streator Walsh, Marguerite Cecella.....Streator
Norton, Lucile Imogene.....Hoopeston Webster, Mary Margaret.....Toulon
Norvell, Helen Lucille.....Litchfield

PROCEEDINGS

SECONDARY EDUCATION

Anderson, Wilma Dorothy.....	Taylorville	Hostler, Aline Lucile.....	Chenoa
Brummet, Berthal Dayne.....	Minier	Huggins, Clarabelle Selma.....	Bloomington
Buchholz, Vega Muriel.....	Bloomington	Lowell, Madeleine Margaret.....	Bloomington
Buford, Joseph Calvin.....	Chicago	McCullough, Phillip.....	Atlanta
Bush, Marguerite Enid.....	Holland, Michigan	McNeal, Dorothea Virginia.....	Macon
Butler, Ira Bernard.....	Bloomington	Malan, Doris.....	Highland
Calvin, Lincoln Byron.....	St. Louis, Mo.	Marley, Naomi Belle.....	East St. Louis
Cambridge, Wilma Maude.....	Onarga	Montgomery, Avery Lee.....	Atlanta
Cameron, James William.....	Paxton	Montgomery, Eldred Grant.....	Atlanta
Comfort, Richard Jerome.....	Streator	Morris, John Harrison.....	Springfield
Coughlin, John Michael.....	Bloomington	Peters, Mae Eileen.....	Sandoval
Cramer, Robert Lee.....	Greenview	Russell, Vivian Claire.....	Bloomington
Davis, John Maxwell.....	Mahomet	Schuette, Walter C.....	Alhambra
Duckworth, Marjorie Jane.....	Herschler	Slusser, Frederick Anthony.....	Clinton
Fort, Lulu Louise.....	Clinton	Steiner, Dorothy Kathryn.....	Decatur
Greul, Clara Louise.....	Effingham	Walchirk, Oscar.....	Chicago
Hardgrove, James Edward.....	Streator	Wallace, Ethel.....	Chicago
Harshbarger, Leslie Perkins.....	Monticello	Weekley, Henry Francis.....	Silvis
Hazer, Kalem.....	Springfield	Zoller, Charles Edward.....	Danvers
Holland, Margaret Jane.....	Bloomington		

JUNIOR COLLEGE GRADUATES

(Two-year Courses)

Appenzeller, Marie A., Armington.....	Rural
Beamer, Hazel Anna, Galva.....	Intermediate
Bennett, Doris Lucile, Farmer City.....	Intermediate
Brooks, Marylon R., Minier.....	Upper Grades
Bumgardner, Virginia Anne, Pleasant Plains.....	Intermediate
Challacombe, Lois Maude, Oak Hill.....	Intermediate
Cioni, Ann, Standard.....	Upper Grades
Cinnamon, Grace Irene, Neponset.....	Kindergarten-Primary
Coomer, Edna Louise, Heyworth.....	Intermediate
Cox, Betty Lou, Edelstein.....	Kindergarten-Primary
Cullen, Irma Kathleen, Cowden.....	Kindergarten-Primary
Cuno, Edith Elizabeth, Wilmington.....	Kindergarten-Primary
Donath, Stella Marie, Lincoln.....	Kindergarten-Primary
Dougherty, Mary Elizabeth, Ottawa.....	Kindergarten-Primary
Eichler, Helen Elizabeth, Genoa.....	Intermediate
Ewing, Marjorie Henrietta, Pontiac.....	Rural
Gassman, Mildred Anna, Saunemin.....	Rural
Gifford, Marguerite Ann, Cabery.....	Kindergarten-Primary
Gillan, Elizabeth, Wellington.....	Rural
Ginzel, Lucille Claire, Trenton.....	Intermediate
Heath, Marion Margaret, Carbon Cliff.....	Intermediate
Herr, Jeanne Louise, Centralia.....	Kindergarten-Primary
Janssen, Martha Christine, Athens.....	Intermediate
Jayne, Mary Winifred, Pekin.....	Kindergarten-Primary
Kuhn, Luella Elizabeth, Sibley.....	Kindergarten-Primary
Loper, Lela Mae, Castleton.....	Rural
Lucas, Maxine Rosetta, Ellsworth.....	Intermediate
Martin, Audrey Virginia, Roodhouse.....	Upper Grades
Peacock, Elizabeth Wood, Thayer.....	Kindergarten-Primary
Redfield, Doris Jean, Newark.....	Kindergarten-Primary
Ryan, Helen Keating, Coal City.....	Upper Grades
Silverstrini, Enis Lucille, Mark.....	Upper Grades
Sister M. Vibiana Dooley, Bloomington.....	Kindergarten-Primary
Souder, Gladys Lenora, Kewanee.....	Upper Grades
Teach, Ruth Will, Fairview.....	Kindergarten-Primary
Weber, Bette Jean, Chillicothe.....	Kindergarten-Primary
Welsh, Gloria Eileen, Bradford.....	Intermediate
Wilson, Marion Eloise, Ottawa.....	Kindergarten-Primary
Winder, Kathryn Lucille, Pecatonica.....	Upper Grades
Wood, William, Campus.....	Upper Grades

DEGREE GRADUATES

SUMMARY OF DIVISION GROUPS August, 1941

Agriculture.....	1	Business Education.....	6
Rural.....	3	Industrial Arts.....	8
Physical Education for Men.....	5	Home Economics.....	8
Speech.....	4	Elementary.....	43
Art.....	4	Secondary.....	39
Music.....	6		

Total Degree Graduates.....127

TEACHERS COLLEGE BOARD

JUNIOR COLLEGE GRADUATES

SUMMARY OF DIVISION GROUPS

August, 1941

Rural	5	Intermediate	11
Upper Grades	8	Kindergarten-Primary	16
Total Junior College Graduates.....40			

II. FACULTY

1. Resignations:

- George C. Wright, Superintendent of the Elementary Grades and Principal of the High School at the Affiliated Towanda Schools, in order to accept the superintendency of the elementary schools at Lake Bluff, Illinois, effective September 1, 1941. Mr. Wright had been granted a leave of absence for this year in order to do graduate work but accepted this attractive position at Lake Bluff. Arrangements had been made to have George W. Bodecker serve as Acting Superintendent for the 1941-1942 school year and this arrangement will continue for the year.
- Geneva R. Taylor, Supervising Teacher in Grades Three and Four at Towanda, effective September 1, 1941, in order to accept a position on the staff of the State Teachers College at Chadron, Nebraska.
- Gertrude M. Milas, Supervising Teacher in Intermediate Grades at the Illinois Soldiers and Sailors Children's School, effective September 1, 1941, in order to accept a position in Chicago. The position held by Miss Milas was one paid by the Department of Public Welfare and will be absorbed. Hence, no appointment is recommended at this time.
- Annis Clark, Supervisor of Student Teaching in the Little Brick Affiliated Rural School, effective September 1, 1941. As a result of the resignation of Miss Clark, this affiliation has been dropped for the 1941-1942 school year.
- Lowell M. Hall, Assistant in Physical Science, effective August 1, 1941, in order to enter training at Purdue University for Government service.

2. Leaves of Absence:

- Kenyon S. Fletcher, Associate Professor of Industrial Arts, in order to serve as Assistant Director of the Training for Defense Workers for the State of Illinois. As a measure of cooperation in connection with the national defense program, it is felt that Mr. Fletcher's services are so valuable that we are justified in granting him a leave of absence for the present academic year.

3. New Appointments:

- T. E. Rine, as Instructor of Mathematics in the University High School, effective September 8, 1941, at an annual (nine months) salary of \$2,025.00. Mr. Rine has his Bachelor's degree from the State Teachers College at La Crosse,

Wisconsin, and his Master's degree from the University of Iowa. He has had teaching experience in Minnesota and Iowa and comes to Normal from the high school and junior college at Chariton, Iowa. This fills a position as the result of a leave of absence previously granted to H. A. Poppen.

- b. Harriet M. Kimball, as Instructor in Social Science and Physical Education, in the Affiliated Towanda School, effective September 8, 1941, at an annual (nine months) salary of \$1,525.00, of which \$715.00 is paid by the Towanda School Board and \$810.00 by Illinois State Normal University. Miss Kimball has her Bachelor's degree and Master's degree from the University of Illinois and has had successful teaching experience in Illinois high schools. This appointment fills the vacancy caused by the resignation of Miss Burtyce Lincoln.
- c. Faye E. Mansfield, Supervising Teacher in the Third and Fourth Grades in the Affiliated Towanda School, effective September 8, 1941, at an annual (nine months) salary of \$1,350.00, of which \$675.00 is paid by the Towanda School Board, and \$675.00 by Illinois State Normal University. Miss Mansfield has her Bachelor's degree from Illinois State Normal University and has done some graduate work at Teachers College, Columbia University. She has had teaching experience in rural and town schools in Illinois, and comes to Illinois State Normal University after serving for one year in the Humboldt Public Schools, affiliated with Eastern Illinois State Teachers College. Miss Mansfield takes the place of Geneva R. Taylor, resigned.
- d. J. Robert Williams, Instructor of Mathematics and Coach of Athletics in the Affiliated Towanda High School, effective September 8, 1941, at an annual (nine months) salary of \$1,485.00, of which \$675.00 is to be paid by the Towanda School Board and \$810.00 by Illinois State Normal University. Mr. Williams has his Bachelor's degree from Southern Illinois Normal University and his Master's from the University of Illinois. He has had teaching experience in several Illinois high schools and comes to Towanda from Huntley, Illinois. He takes the work of G. W. Bodecker, who has been made Acting Superintendent, due to the absence of George C. Wright.
- e. Ben J. Fawver, Assistant in Physical Science, effective August 1, 1941, at an annual (twelve months) salary of \$960.00. Mr. Fawver has his Bachelor's degree from Illinois State Normal University. This appointment fills the vacancy caused by the registration of Lowell M. Hall.

4. Reappointment:

- a. At the meeting of the Teachers College Board on July 9, 1941, the resignation of J. E. Houghton, Instructor and Supervisor of Vocational Work at the Illinois Soldiers and Sailors Children's School, was accepted, in order that Mr. Houghton could accept the principalship of the Community High School at Tremont, Illinois. Prior to the time that Mr. Houghton's position was filled, he found that he would like to return to his work here and give up his new position at Tremont. This was acceptable and consequently the reappointment of Mr. Houghton is recommended at the same salary he was receiving when he resigned. This salary is paid by the Department of Public Welfare and here presented as a matter of record.

5. Alterations in Salaries at the Illinois Soldiers and Sailors Children's School:

- a. Through the kindness of the Department of Public Welfare, it has been found possible to make some alterations in the salaries of some of the faculty at the Illinois Soldiers and Sailors Children's School, where gross inequalities were evident in positions of equal rank and calling for like qualifications. These salaries are paid entirely by the Department of Public Welfare and are here reported as a corrected list to be used in place of the list submitted in the supplement to the report presented to the Teachers College Board at the meeting in Chicago on July 9, 1941.

ILLINOIS SOLDIERS AND SAILORS CHILDREN'S SCHOOL
Nine Months Unless Otherwise Indicated

Goodwin, May, Instructor.....	\$1,980.00
Anderson, Grace, Instructor.....	1,620.00
Bauer, Veda B., Instructor.....	1,620.00
Falstad, Margaret, Instructor.....	1,710.00
Foy, John, Instructor (12 months).....	2,280.00
French, John, Instructor.....	1,710.00
Honn, Max, Instructor (12 months).....	2,160.00
Houghton, J. E., Instructor (12 months).....	2,280.00
Kelley, Faye, Instructor (12 months).....	2,280.00
Kelly, Mildred O., Instructor.....	1,710.00
Kepner, Clara, Instructor.....	1,710.00
Knuppel, F. J., Instructor.....	1,710.00
Newton, Charlie, Instructor (12 months).....	2,160.00
O'Connor, Gertrude P., Instructor.....	1,710.00
Pearcy, H. R., Instructor (12 months).....	2,280.00
Pedigo, Louise, Instructor.....	1,710.00
Pumphrey, Mable A., Instructor.....	1,620.00
Ralston, Alice, Instructor.....	1,710.00
Riggs, Ralph, Instructor.....	1,710.00
Shea, Josephine, Instructor.....	1,710.00
Stone, L. Gordon, Instructor.....	1,710.00
Tarrant, Thalia, Instructor.....	1,710.00
Tucker, Grace, Instructor.....	1,620.00

III. OTHER EMPLOYEES

1. Resignations:

- a. Lawrence Young, janitor at Cook Hall, effective August 30, 1941, in order to accept a teaching position in the Junior High School of the Normal Public School system.

- b. Carl Hauptman, from the grounds force, effective September 20, 1941.
2. Transfers:
 - a. Henry W. Miller, fireman at the heating plant, to janitor of Cook Hall to fill the vacancy caused by the resignation of Mr. Young.
 - b. Marion Foltz, from the grounds force to fireman, to take the place of Henry W. Miller, transferred to janitor work.
3. Existing Vacancies:
 - a. Due to resignations and transfers, we now have two openings on the grounds staff. These have been reported to Springfield some time ago but as yet appointments have not been recommended and until such action has been taken, I can not report the names of persons to be elected to these positions by the Teachers College Board.
4. New Position Recommended:
 - a. Illinois State Normal University, in comparison with the other teachers colleges, is decidedly understaffed in connection with health activities. We have one school physician who has the assistance of a registered nurse about two hours each day, since Miss Jontz must spend considerable of her time in classroom instruction. We have another registered nurse who devotes full time to the Metcalf Elementary School and the University High School. It seems necessary to have additional help for Dr. Rachel Cooper, Director of our Health Service, and I am therefore recommending that we create a position calling for an additional school nurse at a salary of not to exceed \$100.00 per month.
5. New Appointment Recommended:
 - a. Contingent upon the creation of the position calling for an additional school nurse, I would like to recommend the appointment of Dorothy A. Breeding, of Bloomington, Illinois, who is a graduate and registered nurse, having completed her work in Rockford (Illinois) Hospital in 1940, following graduation from Sycamore High School, in 1937. The initial salary recommended is \$90.00 per month, effective from October 15, 1941.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM

1. Committees at Work:

The new certification law has made necessary the immediate study of an extended curriculum, due to the elimination of the two-year courses for elementary teachers, since the last group will graduate from this work in June, 1943.

Committees are now at work studying certain revisions of the curriculum in order to have these as a basis for program making next spring in anticipation of enrollment in September,

1942. The consideration given to the elementary school curriculum is carrying over into the secondary school curriculum, especially as all of this work involves a possible consideration to be given to a five-year program in the near future. The results of the work of these several committees will be reported at a later date.

VI. BUILDINGS AND GROUNDS

1. New Work:

- a. Plans are now being drawn for the addition to McCormick Gymnasium to house a swimming pool and other needed rooms.
- b. Plans for the new cattle and swine barns at the University Farm have been practically completed and work will start on these structures very soon.
- c. The alteration in the front of Fell Hall and the construction of recreation and social rooms in the basement are receiving consideration in the Division of Architecture and Engineering and preliminary plans are expected to be ready by October 15.

2. Purchase of Property:

- a. Smith Hall should be State-owned property by the time of the meeting of the Teachers College Board. The acquisition of this property has been subject to many delays because of necessary details in making the transfer complete following the availability of funds on July 1. The final step remaining is the delivery of the warrant for \$25,000.00 to a representative of the Smith estate and the receiving and depositing of the deed in the hands of the proper State authorities.

3. Repairs:

- a. Of the \$30,000.00 made available for major repairs approximately \$25,000.00 has now been expended in plastering, painting, and new floors in several buildings on the campus. Most of the work has been completed but until all work has been finished, it will be impossible to present an itemized report. It is hoped that this may be included in the next report to the Board.

It is impossible to describe in a report the great change that has taken place as a result of such items as redecorating the auditorium, decorating of all rooms in the Metcalf Elementary School, the use of asphalt and rubber tile flooring in certain classrooms and in the corridors, the remodeling of some offices and necessary new plaster ceilings in six classrooms. Not only has the appearance been altered, but even the reaction of those persons making use of all of these quarters.

VII. AUXILIARY ENTERPRISES

1. Financial Report:

This report has been completed and is now in the hands of the printer. It will be sent to Board members and the presidents of the other four schools as soon as it is available.

2. Fell Hall, Report for Year Ending June 30, 1941:

RECEIPTS	
Board	\$21,047.38
Room	10,705.00
Guests	568.08
Total Receipts	\$32,320.46
EXPENDITURES	
Salaries and Wages, General.....	\$ 9,057.75
Salaries and Wages, Student.....	1,238.76
Office Expense	435.57
Food	14,998.89
Household Supplies	1,367.51
Repairs	420.52
Heat	1,839.73
Water	241.08
Gas	421.97
Light	1,486.76
Equipment	541.79
Total Expenditures	\$32,050.33
EXCESS OF INCOME OVER EXPENDITURES.....	\$ 270.13

3. University Farm, Report for Year Enging June 30, 1941:

RECEIPTS	
Sales—Livestock	\$2,377.16
Sales—Produce	209.75
Miscellaneous	371.92
	\$2,958.83
Transfers	
Milk to Fell Hall.....	464.08
Team, truck, and tractor..	194.00
	658.08
Total Receipts	\$ 3,616.91
EXPENDITURES	
Salaries and Wages.....	3,180.00
Office Expense	30.00
Stock	223.67
Stock Food	4,043.43
Supplies	359.37
Repairs	835.42
Motor Expense	226.08
Power and Light	105.26
Water	224.42
Equipment	1,111.79
Total Expenditures	\$10,339.44
EXCESS OF EXPENDITURES OVER INCOME	\$ 6,722.53

4. Teachers College Income Fund, Report for Year Ending June 30, 1941:

BALANCE—July 1, 1940	\$ 55.11
RECEIPTS	
Student fees	\$ 86,510.21
Book sales	859.04
Farm	2,958.83
Fell Hall	32,320.46
Miscellaneous	3,336.44
	\$125,984.98
Transfer from General Revenue—Scholarships	\$ 15,345.00
	\$141,329.98
Total Receipts	\$141,385.09

TEACHERS COLLEGE BOARD

EXPENDITURES

	Educational	Auxiliary
Salaries and wages.....	\$ 87,671.35	\$ 9,516.28
Office	110.81	
Travel	5,992.33	
Operation	3,885.69	20,055.81
Repair and equipment.....	5,076.10	938.42
	<u>\$102,736.28</u>	<u>\$ 30,510.51</u>
Total Expenditures		\$133,246.79
BALANCE—June 30, 1941		\$ 8,138.30

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

1. Defense Activities:

Illinois State Normal University is continuing to cooperate with the State and Federal Governments in the national defense program. The National Youth Administration Residence Center at the University Farm continues to be a place of activity on both an instructional and productive basis. A non-resident National Youth Administration program has now been added covering work of young men in the county who are able to live at home. The evening program for adults, especially in welding, continues to operate with classes from 6:00 P. M. to 12:00 Midnight, and from 12:00 Midnight to 6:00 A. M. Another unit of Pilot Training work is now under way with interest being maintained on a par with that of the past.

2. Affiliated Schools:

Two of the rural affiliated schools have been dropped from our program for this 1941-1942 school year, these schools being Grove and Little Brick. The teachers of these schools resigned and the need for centers for student teachers in the rural curriculum did not demand the use of as many centers as have been available in the past.

At the present time our affiliated program is as follows:

- (1) Illinois Soldiers and Sailors Children's School where we have kindergarten and grades one to six on the elementary level, and junior high school, consisting of grades seven and eight. The boys and girls of high school age from the Illinois Soldiers and Sailors Children's School attend our University High School on the campus. Thus, the Children's School, either on the campus there or on our campus, affords much in the way of possibilities for student teaching. The cost of instruction at the Children's School is taken care of almost entirely by the Department of Public Welfare, Illinois State Normal University providing only a principal and two teachers out of a total staff of twenty-six members.
- (2) Houghton (two rooms), Maple Grove, and Walker rural schools continue their affiliation with the University with a portion of the salaries of the four teachers being

paid by Illinois State Normal University and the remaining larger portion by each school district.

- (3) Trinity High School in Bloomington, used for student teaching in business education, and the Normal Community High School and Elementary Schools used in certain special fields as home economics, agriculture, music, art, and health and physical education, provide other additional student teaching facilities without cost to the University. The affiliation with Chenoa Community High School has been suspended for this semester, but probably will be resumed at a later date.

3. Approval of Plans and Specifications:

Since plans for some construction authorized by the Board, and for which money has been provided by the legislature, will be available for approval prior to another Board meeting, it is requested that the Advisory Committee for Illinois State Normal University be given authority to approve such plans and specifications in order that work may proceed without delay.

X. SUMMARY

Approval of the following recommendations is requested:

1. Sanction of the awarding of degrees and diplomas to graduates completing their work at the close of the 1941 Summer Session as listed in this report.
2. Acceptance of the resignations of George C. Wright, Geneva R. Taylor, Gertrude E. Milas, Annis Clark, and Lowell M. Hall.
3. Granting of leave of absence to Kenyon S. Fletcher.
4. Appointment of T. E. Rine, Harriet M. Kimball, Faye E. Mansfield, J. Robert Williams, and Ben J. Fawver to positions indicated and at salaries stipulated in this report.
5. Reappointment of J. E. Houghton to his former position in the Illinois Soldiers and Sailors Children's School.
6. Acceptance of the resignations of Lawrence Young, Janitor, and Carl Hauptman, groundsman.
7. Transfer of Henry W. Miller and Marion Foltz to new assignments indicated.
8. Authorization of the employment of an additional nurse in connection with the University Health Service.
9. The employment of Dorothy A. Breeding as a nurse in the University Health Service.
10. Approval of the renewal of agreements for off-campus student teaching.
11. Granting of power for the Advisory Committee to approve plans and specifications for new construction.

Respectfully submitted,

R. W. FAIRCHILD.

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE DE KALB

To be presented at the meeting of the Teachers College Board at Charleston, October 13, 1941.

To the Chairman and Members of the Teachers College Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Enrollment for the year 1940-1941 (36 weeks) counting no names twice:

	Men	Women	Total	Total One Year Ago
Post Graduates	5	11	16	14
Seniors	56	70	126	127
Juniors	61	80	141	144
Sophomores	134	203	337	336
Freshmen	218	383	601	616
Unclassified	1	...	1	2
Total	475	747	1,222	1,239

2. Enrollment, Summer Session, 1941

	Men and Boys	Women and Girls	Total	Total One Year Ago
College	133	521	654	724
Elementary Grades	111	56	167	165
Total	244	577	821	889

3. Per capita cost of students in the college for the year beginning July 1, 1940, and ending June 30, 1941.

		Equivalent for 36 Weeks
Enrollment, summer session, 1940	724	161
Enrollment, fall quarter, 1940	1,173	391
Enrollment, winter quarter, 1940-41	1,110	370
Enrollment, spring quarter, 1941	1,081	390
Enrollment, extension, 1940-41	1,139	95
		1,407

Total expenditures from appropriations made by the General Assembly, not including permanent improvements but including appropriation for repairs and equipment.....\$335,625.76

Expenditures from the Teachers College Income Fund, not including the dormitory (Williston Hall) and not including permanent improvements\$ 65,263.85

The total cost of operating the college for the year, not including permanent improvements, was.....400,889.61

Per capita cost based on 36 weeks—\$400,889.61 ÷ 1,407.....284.92

The per capita cost for 1939-1940 was \$293.86.

4. Our enrollment this fall has dropped as we anticipated due to the present national emergency. At the opening of college we enrolled 1,008 college students which is a loss of 165 students as of the opening of college a year ago. This represents a 10% drop in student enrollment. There are a number of

interesting factors connected with this that have not followed traditional expectations.

5. The students whose names are listed below completed the requirements for graduation at the close of the summer session, 1941. I should like to point out to the Board that this is the largest summer group the college has had, and again, the trend leans definitely toward the four-year curricula. This, of course, is emphasized by the new certification law. Degrees conferred in August totalled 70 while diplomas totalled only 26. The total 1941 degree graduates was 197 and the diploma graduates totalled 95 for the entire year.

SENIOR COLLEGE

Degree of Bachelor of Education

Name and Curriculum	Home Address
Ackemann, Stella Irene, Later Elementary	Elgin
Anderson, Evelyn M., Later Elementary	Rockford
Andreasen, Astrid, General Science	Chicago
Ashby, Iva Z., Early Elementary	Lombard
Aurand, Clyde Douglas, Social Science	Stockton
Baie, Warren, Chemistry	DeKalb
Bjorge, Thomas Alfred, Industrial Arts	Rockford
Blewett, Merle Darlene, Later Elementary	Pearl City
Calais, Florence Lillian, Early Elementary	Gary, Indiana
Ciocca, Ida Beatrice, Later Elementary	LaSalle
Comery, Dorothy, Later Elementary	Belvidere
Conibear, Cornelia, Later Elementary	Amboy
Cremin, Mary Helen Stratton, Later Elementary	Lake Villa
Daly, Katherine, Early Elementary	DeKalb
Devine, Florence E., Early Elementary	Sandwich
Eklund, Paul Anselm Lincoln, Later Elementary	Ironwood, Michigan
Eshelman, Delbert W., Fine Arts	Prophetstown
Farley, Gertrude Marie, Social Science	Waukegan
Flanders, Mary Jean, English	Aurora
Fletcher, Howard L., Physical Education	DeKalb
Frydl, Hildegard L., Later Elementary	Chicago
Guio, Elmer, Industrial Arts	Rochelle
Hefty, Agnes Hamilton, Later Elementary	Downers Grove
Huboi, Grace LaVera, English	Elmhurst
Jankowski, Winifred Mae, Later Elementary	North Chicago
Jones, Lucille Catherine, Later Elementary	Rockford
Kellogg, Hazeldell Ruth, Later Elementary	Downers Grove
Kielion, Jenie M., Later Elementary	Batavia
Kincade, Phyllis Irene, Later Elementary	Sycamore
Knight, Eva Dorothy, Later Elementary	Stillman Valley
Lange, Catherine L., Later Elementary	Rockford
Larsen, Agnete, Early Elementary	Deerfield
Larson, Gertrude Cecilia, Later Elementary	Joliet
Little, Daniel, Zoology	North Judson, Indiana
Lundvall, Ruth M., Later Elementary	Rockford
Mades, Binkley, Later Elementary	Creston
Marchesi, Frank Delmar, Social Science	Standard
Miller, Mildred Josephine, Early Elementary	Algonquin
Mintescu, Sylvia F., Later Elementary	Lake Bluff
Moore, Beryl L., Later Elementary	Elgin
Morey, Ruth Elizabeth, Early Elementary	Aurora
Moritz, Marie M., Later Elementary	Woodstock
Morrison, Robert E., Zoology	Pontiac, Michigan
Mulryan, Kathleen, Later Elementary	Oak Park
Nelson, Janet R., Mathematics	Westchester
Nielsen, Marguerite Elin, Early Elementary	Riverside
Packer, Ada Dunbar, Early Elementary	Belvidere
Paulson, Alice Adeline, Later Elementary	St. Charles
Paulson, Evelyn Leona, Early Elementary	Kirkland
Pine, Edna Hanne, Later Elementary	Dixon
Prehn, Hertha L., Early Elementary	Batavia
Riley, Donald Michael, Social Science	DeKalb
Robb, Henriette Gertrude, Early Elementary	Marengo
Rowley, Helen Graham, Later Elementary	Aurora
Ruchas, Anna Gertrude, Later Elementary	Chicago
Schmidt, Walter M., Industrial Arts	Chicago
Schwartz, Carlotta Harless, Later Elementary	Cleveland, Ohio
Simms, Harriet S., French	DeKalb

TEACHERS COLLEGE BOARD

Name and Curriculum	Home Address
Snoor, Betty Jeanette, Later Elementary.....	Aurora
Stratton, Jean E., Early Elementary.....	Lake Villa
Thackaberry, Margaret R., Later Elementary.....	Sterling
Thomas, J. Howard, Music.....	Dixon
Tibbals, Frances, Early Elementary.....	Berwyn
Udstuen, Sadie Bernette, Later Elementary.....	Morris
Vasak, Francis John, Social Science.....	Berwyn
Webster, Ila E., Early Elementary.....	DeKalb
Wiley, Flossie W., Later Elementary.....	Sycamore
Wilkinson, Harold R., Industrial Arts.....	St. Charles
Willey, Elaine Marie, Later Elementary.....	DeKalb
Youd, James Douglas, General Science.....	Bridgeport, Connecticut

JUNIOR COLLEGE

Arling, Thera Ann, Early Elementary.....	Princeton
Beffel, Dorothy Janis, Early Elementary.....	Ottawa
Clark, Maude Booth, Kindergarten-Primary.....	Mineral
Clark, Ruth B., Intermediate.....	Atkinson
Dekan, George John, Later Elementary.....	Wheaton
Faust, Lola B., Early Elementary.....	Rockton
Fleming, Joyce, Later Elementary.....	Shabbona
Frost, Helen, Rural.....	Shabbona
Grady, Mary Lou, Later Elementary.....	Joliet
Hitchcock, Mae Meiers, Rural.....	Pecatonica
Jennings, Helen Mary, Early Elementary.....	Elburn
Kennedy, Helen Louise, Early Elementary.....	DeKalb
Knox, Ruth A., Early Elementary.....	Sterling
Meyer, Olga Mielke, Early Elementary.....	Pearl City
Monson, Myrna L., Later Elementary.....	DeKalb
Morgan, Mary Kathryn, Later Elementary.....	Byron
Naylor, Frances, Early Elementary.....	Ashton
Nelson, Neva June, Early Elementary.....	Rochelle
Norman, Madlyn, Rural.....	Mooseheart
Paver, Alice Jane, Early Elementary.....	Naperville
Paver, Margaret Rood, Kindergarten-Primary.....	Naperville
Scholl, Vivian E., Early Elementary.....	Joliet
Shields, Luana, Early Elementary.....	Ingleside
Slavin, Alice D., Early Elementary.....	Hebron
Unger, Bernadette, Later Elementary.....	Chicago
White, Agnes Ann, Later Elementary.....	Chicago

II. FACULTY

1. I wish to report for approval the appointment of Dr. Victor L. Bowers to teach in the Industrial Arts Department. Dr. Bowers has his Bachelor's degree from the Texas State Teachers College at Commerce, Texas, and his Master's and Doctor's degrees from the Ohio State University at Columbus, Ohio. He has had experience in the Pritchett, Texas, High School, as industrial arts teacher and superintendent of schools, as acting assistant in Industrial Education at Miami University at Oxford, Ohio, as assistant in Education at Ohio State University at Columbus, and at Ohio University at Athens, Ohio. Dr. Bowers began work on September 9 and will receive a salary of \$2,400 for the nine months.
2. I wish to report for approval the appointment of Mr. Oscar M. Chute as director of training. Mr. Chute has his Bachelor's degree from Colby College at Waterville, Maine, his Master's degree (a two-year graduate degree) from Harvard University, and two summers of additional work toward his Doctor of Education degree from the University of Illinois. He has had teaching experience as teacher and coach at the South Hadley, Massachusetts, High School, as principal of the Sutton, Massachusetts, High School, and as superintendent of schools at Litchfield, Illinois. Mr. Chute began work on

September 1 and will receive a salary of \$4,500 for twelve months. This position has already been approved by the Board at a previous meeting. It will be Mr. Chute's assignment to coordinate and integrate the program of student teaching to make it most effective as a part of the teacher education curriculum at the college. This program includes the campus elementary training school, the Glidden Training School, the junior high school experimental program in Home Economics and Industrial Arts in the Industrial Arts Building on the campus, the two rural affiliated training schools at Lovel and Five Points, the rural experimental training program in some ten or twelve one-teacher rural schools in the counties adjacent to DeKalb. The secondary school program is conducted in an affiliated relationship with the DeKalb Township High School and for special Smith-Hughes Home Economics work with affiliated high schools at Erie, Morrison, Oregon, and Polo.

3. I wish to report for approval the appointment of Miss Helen S. Moor as Dean of Women at the college. Permission to fill this position has been secured at a previous meeting of the Board. Miss Moor has her Bachelor's degree from Smith College at Northampton, Massachusetts, her Master's degree from Stanford University at Palo Alto, California, and a year's study toward her doctorate at Teachers College, Columbia University. She has been director of the residence hall at Oregon State College, secretary to the president of Scripps College, and has had twelve years of experience as dean of women and registrar at the Eastern Oregon College of Education at LaGrande, Oregon. Miss Moor will receive a salary of \$3,600 for twelve months. She began work on September 9.
4. I wish to report for approval the appointment of Mr. Ernest E. Hanson as Dean of Men at the college. This position was necessitated by a division of the combined position as head of the Music Department and Dean of Men, a position which Dr. A. Neil Annas has filled for a number of years. Dr. Annas has requested that he be relieved of the work of the Dean of Men and he will devote his time entirely to the Music Department. Mr. Hanson will handle the work as Dean of Men and will teach one class in the Education Department. He has his Bachelor's degree from the Northern Illinois State Teachers College and his Master's degree from the University of Minnesota. He has had teaching experience as a junior high school teacher in Rockford, as a junior high school principal in Woodstock, and as superintendent of schools in Lake Bluff, Illinois. Mr. Hanson began his work as dean on September 1. He will receive a salary of \$3,600 for twelve months.

5. I wish to report the resignation of Miss Anne Bushnell, who handled the work in the Home Economics Department dealing with the supervision of the Home Management House. Miss Bushnell resigned to accept a position with the Farm Security Administration with headquarters at Madison, Wisconsin. She left to take up her new work at the close of the spring quarter, June 5, 1941.
6. I wish to report for approval the appointment of Miss Jean I. Hart to handle the work in the Home Economics Department dealing with the supervision of the Home Management House and the supervision of the experiment in Home Economics conducted in the Industrial Arts Building. Miss Hart has her Bachelor of Household Arts degree from the University of Toronto and her Master's degree from Teachers College, Columbia University. She has had grade school teaching experience in the public schools of Ontario, junior college teaching experience in the Halifax Junior College, Halifax, Nova Scotia. She has also taught in the Macdougall Institute at Guelph, Ontario, and at Acadia University, Wolfville, Nova Scotia. Miss Hart began work on September 9 and will receive a salary of \$2,150 for nine months.
7. The college is asking at this time for permission similar to that given by the Board to Southern at its meeting on July 9, 1941, to employ a person as home economics methods instructor attached to the staff of the college, working one-eighth time on the campus and seven-eighths of the time in the Home Economics Department of high schools in the area which the college serves. Through an agreement with the Board for Vocational Education, we are to place this person on our payroll at a salary of \$2,400 for the fifty-two weeks, with the understanding that at the close of the year the Board for Vocational Education will reimburse us to the amount of seven-eighths of her salary or \$2,100. We had made arrangements for such an instructor at the beginning of the college year, but ill health forced her to refuse this assignment. We will be prepared to recommend a person for this position at the next meeting of the Board.
8. It is with deep regret that I report to the Board that Miss Grace E. Nix, social director of Williston Hall, passed away on the morning of October 1. Miss Nix had been in ill health for several months and had requested a leave of absence for the fall quarter. She had served the college since 1930. At the present time we are not prepared to recommend changes at Williston Hall since the work is being handled by the present personnel with some additional help.
9. I wish to report that Miss Bernadine Hanby, librarian at the college, received her Master of Library Science degree from

the University of Illinois during the past summer. This degree comprises two years of graduate work beyond the Bachelor's degree.

10. I wish to report that Dr. Brichard Coar, member of the Music Department in charge of band and orchestra, has just received the earned degree of Master of Music from Northwestern University. Dr. Coar had previously received his Master's and Doctor's degrees from the University of Edinburgh, Edinburgh, Scotland.
11. In conformity with the wishes of the Board as expressed at the last regular meeting, the Advisory Committee of the Northern Illinois State Teachers College conducted a hearing for the three faculty members of this college who had requested such a hearing at the time of that meeting. This hearing was held at the LaSalle Hotel in Chicago on the afternoon of September 26. At the close of the hearing when all the parties were still present, the president of the college stated that his former recommendations which had been acted upon by the Board, still represented his best professional judgment. The committee, in executive session following the hearing, made this report, a copy of which has already been presented to the three persons involved and is herewith presented officially to the Board as a part of my report:

"At the invitation of the chairman of the committee, Miss Harriet McIntire, the following committee met in the La Salle Hotel on Friday, September 26: Miss Harriet McIntire, Mrs. Helen R. Pegelow, and Dr. Preston Bradley. Meeting with the committee were Miss Blanche Davidson, Mr. Carl Cramer, Mr. F. W. Phillips, and President Adams. Present at the meeting besides the committee and the people involved were Mr. J. M. Hughes, representing the American Association of University Professors, and an attorney representing the three persons. The committee gladly and graciously permitted these persons to state their entire situation. The committee was in continuous session from shortly after 2:00 P. M. until 6:00 P. M., during which time it gave full and complete opportunity for each member to be heard, to ask any questions, and to give any opinions which they desired. After hearing all the reports and the discussions, the committee recommends to the Board that the report of the president of the college be adopted."

III. OTHER SCHOOL EMPLOYEES

1. I wish to report the resignation of Miss Helen M. Cline, book-keeper at the college, who was employed under Civil Service. Miss Cline resigned September 22 to accept a position in Chicago. At the present time we are carrying on this work with the help of a student assistant.

2. I wish to report the resignation of Mrs. Florence Jorgensen, principal stenographer under Civil Service, who served in the college Placement Bureau for a period of eight years. Mrs. Jorgensen resigned on October 9 to make her home in Chicago. At the present time we are carrying on this work with the help of a student assistant.
3. I should like to ask permission of the Board to employ a junior stenographer under Civil Service at a monthly salary of \$100.00 to serve as secretary in the office of the director of training. This position will replace a student assistant.
4. I wish to report for approval the appointment of Miss Bette Scott as assistant stenographer under Civil Service. Miss Scott reported for work in the office of the principal of the McMurry Training School on September 1. She receives a salary of \$80.00 per month. This position was authorized by the Board at a previous meeting.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

I wish to report for the information of the Board that the new Science Building which had been progressing so satisfactorily has at present been hampered considerably. The general contract is probably nearly one-fifth complete. The excavations, footings, the basement structure, and main concrete slab for the first floor are all complete. The difficulty at the present time seems to be securing structural steel for the vertical columns at the various corners of the building. I understand from the superintendent in charge and in conversation with Mr. Hadley from the State Architect's office on Tuesday of last week that they have now made arrangements for this steel. The plates upon which these steel members rest have already been delivered at the college. There seems to be no other important factor interfering at the present time except the weather.

VII. AUXILIARY ENTERPRISES

The Teachers College Income Fund shows the following report from July 1, 1941, to September 30, 1941:

RECEIPTS			
Surplus from 61st Biennium.....		\$	442.10
Board and room, Williston Hall.....	\$ 6,564.25		
Meals, Williston Hall.....	903.05		
Registration fees.....	6,788.50		
Registration fees—Extension.....	2,037.50		
McMurry book rental.....	277.55		
Library fines.....	41.05		
Transcript fees.....	85.00		
Miscellaneous collections.....	34.00		
		\$	16,730.90
Total Available, Income Fund, September 30, 1941.....		\$	17,173.00

PROCEEDINGS

EXPENDITURES

Salaries	\$ 972.00
Telephone	22.75
Office expenses	39.50
Food	2,891.30
Household supplies	602.48
Library and amusements	131.42
School supplies	12.20
Miscellaneous supplies	77.60
Recreation equipment	64.01
Miscellaneous equipment	98.31
Repairs—Buildings	20.78
Repairs—Household equipment	7.95

\$ 4,940.30

Balance—September 30, 1941\$ 12,232.70

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Action is requested on the following:

1. Approval of the awarding of degrees and diplomas to the students who completed the requirements for graduation at the close of the summer session, August 8, 1941.
2. Approval at the salaries indicated of the appointments of Dr. Victor L. Bowers, Mr. Oscar M. Chute, Miss Helen S. Moor, Mr. Ernest E. Hanson, and Miss Jean I. Hart.
3. Permission to enter into a relationship with the Board for Vocational Education to hire a part-time instructor in Home Economics under the conditions indicated.
4. Acceptance of the resignations of Miss Anne Bushnell, Miss Helen M. Cline, and Mrs. Florence Jorgensen.
5. Permission to employ a junior stenographer under Civil Service.
6. Approval of the appointment of Miss Bette Scott at the salary indicated.

Respectfully submitted,

KARL L. ADAMS, *President.*

REPORT OF THE EASTERN ILLINOIS STATE TEACHERS COLLEGE CHARLESTON

For the Meeting in Charleston, October 13, 1941

To the Chairman, Secretary, and Members, The State Teachers College Board:

LADIES AND GENTLEMEN: The following report on the Eastern Illinois State Teachers College is presented for your consideration:

I. STUDENTS

1. Fall Quarter Attendance:

Preliminary classification of students for the Fall Quarter shows a distribution of the 912 students registered as

	1941-42	Total one year ago
Seniors	140	111
Juniors	142	199
Sophomores	310	355
Freshmen	320	485

The Freshman Class shows a drop of 165 students, or 34 per cent loss. As an offset, the Senior Class of 140 is a 34.2 per cent gain over one year ago. The total decrease in registration from the previous all-time high of 1,152 of one year ago is 240 students, or 20.8 per cent.

2. August Graduates:

a. The following students completed the requirements of a four-year curriculum, and are recommended for graduation as of August 8, 1941:

1. Baker, Margaret Ruth, Botany: English, Art, Zoology.....Charleston
2. Bressler, Joe Max, Social Science: Zoology, Physical Education.....Potomac
3. Bubeck, Inez Virginia, Home Economics: Art.....West Union
4. Crites, Charles Franklin, Industrial Arts: Physics.....Charleston
5. Currey, Charles, Physics: Mathematics.....Brocton
6. Davis, Margaret E., Mathematics: English, Physical Education.....Lawrenceville
7. Drummond, Newton Kenneth, Social Science: Mathematics.....Metcalf
8. Duffy, Harry Dean, Social Science: Geography.....Monticello
9. Fogleman, Edna Lucille, Elementary Education: Botany, Speech.....Toledo
10. Gibson, Stanley White, English: Social Science.....Charleston
11. Grismer, Mona Rose, Speech: English, Home Economics.....Dudley
12. Harlan, John Owen, Industrial Arts: Mathematics.....Charleston
13. Hart, Loris David, Physical Education: History, Industrial Arts...St. Francisville
14. Heim, Lena I., Elementary Education, Geography: History.....Mansfield, Ohio
15. Hendricks, Virginia Jane, Home Economics: Art, Chemistry.....Shelbyville
16. Hill, Cyrus Porter, Music: Geography.....Newman
17. Hopper, Estel Amelia, Elementary Education: English, Social Science..Park Ridge
18. Hubbard, Donna Frances, Elementary Education: Zoology, English, Geography.Pana
19. Hutton, James Bernice, Physical Education: Zoology, Botany.....Charleston
20. King, Elizabeth Louise, Home Economics: English.....Charleston
21. Kirk, Ada Elaine, Elementary Education, Geography: English.....Chrisman
22. Major, Jennie Elizabeth, Elementary Education: Geography.....Mattoon
23. Mirus, Robert Lee, Industrial Arts: Physical Education.....Charleston
24. Mitchell, Mabel Evelyn, Elementary Education: Speech.....Oblong
25. Moore, Mildred Anne, English, Speech: Social Science.....Charleston
26. Myers, Russell Albert, Industrial Arts: Physical Education.....Charleston
27. Pearson, Paul Edmund, Social Science: Commerce (Typing & Shorthand)..Mattoon

PROCEEDINGS

28.	Rains, Ruth Deloris, Elementary Education : Speech.....	Charleston
29.	Reed, Tony Anderson, Industrial Arts : Physical Education, Social Science.....	Newton
30.	Rennels, Cynthia Jane, Elementary Education, English : Social Science.....	Charleston
31.	Robinson, Francis Willard, Social Science : Physical Education.....	Flora
32.	Romack, Billie Frances, English : Latin, Commerce.....	Rose Hill
33.	Shields, Don, Social Science : English.....	Casey
34.	Shubert, Lois Elizabeth, Mathematics : English, Commerce.....	Charleston
35.	Sisson, R. Doyle, Botany : Zoology, Geography.....	Ridgefarm
36.	Smith, John Martin, Elementary Education : History, Geography.....	Sumner
37.	Spezia, Emil, Industrial Arts : Botany.....	Westville
38.	Squires, Bradley Edgar, Social Science : Geography.....	Bellevue, Pa.
39.	Stewart, Leon Thomas, Mathematics : Social Science, Geography.....	Casey
40.	Suddarth, Raymond William, Physical Education : Social Science.....	Fairfield
41.	Tate, Frank William, English : Speech, Commerce.....	Tuscola
42.	Viseur, Woodrow, Social Science : Physical Education.....	Rosamond
43.	Waltrip, David Michael, Industrial Arts : Geography.....	Charleston
44.	Weidner, Ruth Frances, Music : English, Social Science.....	Edwardsville
45.	Williams, Ruth Moreen, English : French, Latin.....	Casey
46.	Wilson, Frances Marie, Music : English.....	Danville
Total Degree Graduates....		46

b. The following students completed the requirements of the two-year curriculum, and are recommended for the diploma as of August 8, 1941:

1.	Beard, Jess Robert	Taylorville
2.	Cox, Mary Lee.....	Charleston
3.	Nicoson, Jeanette Elaine	Danville
4.	Onken, Ira Edward	Buckley
5.	Raper, Ruby Ione	Montrose
6.	Rathe, Eilyn	Mattoon
7.	Varda, Madeline	Charleston
Total Diploma Graduates....		7

RECAPITULATION—CLASS OF 1941

Diploma		Men	Women	Total
Diploma	June	0	29	29
	August	2	5	7
Degree		2	34	36
	June	39	45	84
	August	25	21	46
		64	66	130

c. Per Capita Cost, 1940-41:

The per capita cost for the fiscal year July 1, 1940-June 30, 1941, is based upon the following data:

ENROLLMENT

Term	Enrollment	Equivalent 36 Weeks
Summer 1940	785	174.44
Fall Quarter 1940.....	1,152	384.00
Winter Quarter 1940-41.....	1,098	366.00
Spring Quarter 1941	1,027	342.33
Extension	1,068	89.00
First half year.....	708	
Second half year.....	360	
Total equivalent enrollment		1,355.77

EXPENDITURES

Item	Appropriation	Income Fund	Total
Salaries and wages	\$282,987.78	\$ 54,843.50	\$337,831.28
Student help		10,281.71	10,281.71
Office expenses	2,502.80	1,518.24	4,021.04
Travel	2,662.33	6,926.85	9,589.18
Operation	25,622.84	3,663.43	29,286.27
Repairs	12,108.11		12,108.11
Total	\$325,883.86	\$ 77,233.73	\$403,117.59

Total expenditure \$403,117.59 divided by 1,355.77 (equivalent enrollment for 36 weeks) equals \$297.33, the per capita cost for 1940-41. This figure is astonishingly close to the \$292.45 per capita for 1939-40, and continues the decrease in per capita from the \$320.84 of 1938-39, due to the high enrollments of both campus and extension services during the last two years.

II. FACULTY

1. Leaves of Absence:

- a. Emily V. Baker, A.M., Sixth Grade Critic Teacher, on leave for the second half-year 1940-41, requests leave without salary for the first half-year 1941-42, in order to complete the residence requirements for the Doctor of Education degree at Columbia University.

2. Resignations:

- a. Mary E. Lyons, Ph.D., Assistant Professor of Home Economics, in order to accept a position on the faculty of the University of Georgia.
- b. Oliver W. Fischer, A.M., Instructor in Industrial Arts in the Teachers College High School since September, 1937, as of October 1, 1941, in order to accept a similar position in the high school at Eldorado, Illinois.
- c. Cleobelle Harrison, A.M., Instructor in Art, granted leave of absence for study during 1941-42 at the July 9, 1941, meeting of the State Teachers College Board, resigns her leave in order to accept a teaching position in the Oak Park, Illinois, public schools.

3. Discharges:

- a. Spencer C. Wallace, A.M., Instructor in Band and English in the Teachers College High School since September 8, 1941, on September 23, 1941, because of conduct unbecoming a gentleman.

4. Change of Status:

- a. Alice McKinney, A.M., Instructor in Art and Supervisor of Art in the Teachers College Elementary School to Instructor in Art in the College.

5. New Faculty:

- a. Beatrice Lehning, A.M., State University of Iowa, serving as Substitute Sixth Grade Critic February-June, 1941, vice Emily V. Baker on leave, to continue in same position for the first half-year 1941-42, at a salary of \$225 per month.
- b. Helen Marie Hamilton, B.Ed., Western Illinois State Teachers College, 1937; M.A., Colorado State College, 1941, as Substitute Instructor in Home Economics and Assistant in the Women's Dormitory, vice Ruth Schmalhausen on leave, at a salary of \$1,800 and maintenance for nine months.

- c. Mary Elizabeth McMullan, B.S., University of Missouri, 1938; M.Ed., University of Missouri, 1941, as Substitute Instructor in Art, vice Cleobelle Harrison on leave, at a salary of \$1,800 for nine months.
- d. Ethel E. Little, A.B., 1919; M.D., University of Illinois, 1922, as Assistant Professor of Hygiene (unclassified) and Director of the College Health Service, vice Sidney B. Goff, resigned, at a salary of \$3,000 for twelve months. Dr. Little has been Director of the Student Health Service in the State Teachers College at Minot, North Dakota, since 1933, and previously on the health service staff at the University of Illinois.
- e. Louis Hoover, B.S., North Texas State Teachers College, 1933; A.M., Columbia University, 1935, Graduate Study, New York University 1940-41, as Instructor in Art (unclassified) and Supervisor of Art in the Teachers College Elementary School, vice Alice McKinney, transferred, at a salary of \$1,890 for nine months.
- f. Spencer C. Wallace, A.B., Carroll College, 1932; B.M., Vandercook School of Music, 1938; M.A., Northwestern University, 1940, as Instructor in Band and English in the Teachers College High School (unclassified) at a salary of \$1,800 for nine months.
- g. Ewell W. Fowler, B.S., State Teachers College, Canyon, Texas, 1934; M.S., Texas Agricultural and Mechanical College, 1937; University of Missouri, summers of 1939-41, as Instructor in Industrial Arts in the Teachers College High School (unclassified), vice Oliver W. Fischer, resigned, beginning October 1, 1941, at a salary of \$1,980 for nine months.
- h. Allen P. Britton, B.S., 1938; M.A., University of Illinois, 1939; Part-time Graduate Study, Indiana University, 1940-41, as Instructor in Band and English in the Teachers College High School (unclassified), vice Spencer C. Wallace, beginning October 1, 1941, at a salary of \$1,935 for nine months.

6. Affiliated Teachers:

Considerable change in the personnel of the affiliated teachers has taken place since July 9, 1941, when the group for 1941-42 was approved by Board action.

a. Resignations:

- (1) Eugene Armer as Science teacher and Coach in the Humboldt Community High School.
- (2) Loretta Weihmeir as Commerce-Band teacher in the Humboldt Community High School.

TEACHERS COLLEGE BOARD

- (3) Faye Mansfield as Lower Grade teacher in the Humboldt Elementary School, in order to become an affiliated teacher at the Illinois State Normal University.
- b. Replacement Teachers:
 - (1) Everett Collins, B.Ed., Illinois State Normal University, 1934; M.S., University of Illinois, 1939, successor to Eugene Armer as Science-Coach in the Humboldt Community High School, at the same salary of \$30 per month for nine months.
 - (2) Wilhelmine Peine, B.Mus., Illinois Wesleyan University, 1939, successor to Loretta Weihmeir as Commerce-Band teacher in the Humboldt Community High School, at the same salary of \$25 per month for nine months.
 - (3) Mrs. Mary W. Leighty, diploma, Illinois State Normal University, 1929, successor to Faye Mansfield as Lower Grade teacher in the Humboldt Elementary School, at a salary of \$35 per month for nine months.

c. New Teachers:

In accord with permission granted by the Board on February 19, 1940, for expanding practice-teaching into nearby high schools when needed, arrangements were made in early September with the Board of Education of the Charleston Community High School for practice-teaching in Commercial Subjects during the school year 1941-42 as a trial experience. The same financial set-up as used with the Kansas Community High School was offered (Kansas receives \$25 per month for the high school principal and for each of two teachers, totalling \$75 per month), and accepted in total amount to be paid, but because of teachers' contracts already written, divided as follows:

- (1) Edgar L. Harden, A.M., high school principal, \$10 per month for nine months.....\$10.00
- (2) Robert E. Cramer, B.S., commerce teacher, \$10 per month for nine months..... 10.00
- (3) Kathleen Drummond, M.S., commerce teacher, \$10 per month for nine months..... 10.00
- (4) Board of Education, Charleston Community High School, \$45 per month for nine months 45.00

Total per month.....\$75.00

III. OTHER EMPLOYEES

1. Mrs. Loretta Harvey Whalen, A.B., University of Illinois, 1935; Senior Department Stenographer (formerly University Graduate Stenographer), secretary to the Registrar and Dean since July, 1937, resigned effective October 1, 1941, or as soon

thereafter as possible, in order to take over home-making responsibilities. The college has filed the resignation report and requisition for a successor, through the Department of Registration and Education, on the usual forms.

2. The two temporary laborers on the grounds, Wilbert Miller and Dale Cowgill, will end their work as of October 31, 1941, unless weather conditions are such as to make their services needed until November 15, 1941. It may be necessary to reduce the grounds force during the winter months by an additional layoff. If such is the case, Frank Gwin is next in line as latest employee.

IV. ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

1. Contract has been let for re-roofing the Main Building (other than the Old Auditorium) to the Industrial Roofing Company of Mattoon, for \$3,635.00, which is within the line appropriation of \$3,640.00. This same concern recently completed the roof of the Old Auditorium.
2. Requisition and request for specifications for re-decorating the interior of the Old Auditorium have been filed for some time with the Division of Architecture and Engineering, but no action has come to our knowledge.
3. Requisition for the renovation of the Old Gymnasium has not been filed due to incompleteness of information concerning probable cost of desired items. This work will be pushed in the next few weeks.
4. Considerable repair work has gone on since July 1st in renovating and laying new floors, and in redecorating walls, all work being under the supervision of the college carpenter and college painter. This program will continue through the year.
5. Repairs on the stokers of the old boilers in the heating plant are about half completed. The new boiler will be placed in service about November 1st.
6. Tentative floor plans for the Home Management House provided by the Board at the July 9th meeting, and since approved by Governor Green, are in the making. Such plans and suggested specifications will probably be submitted to the Division of Architecture and Engineering before January 1, 1942.

VII. AUXILIARY ENTERPRISES

1. The rewiring and replumbing of Pemberton Hall, the college dormitory for women, have added much to the quality of living conditions afforded. The program of redecoration is well under way through use of the college painter and student helper.

VIII. STUDENT LIFE

The National Youth Administration college-aid program awarded \$1,290 per month, or a total of \$11,610 for the school year, using 86 units or 7.5 per cent of the October 15, 1940, enrollment as basis for distribution. This fund has been divided by a faculty committee so as to afford financial aid to 48 men and 59 women, or a total of 107 students.

IX. MISCELLANEOUS

Eastern has joined the programs previously followed by the other four teachers colleges in offering office space for a regional director of the Institute for Juvenile Research. Two small office rooms on the third floor of the Training School have been set aside for this purpose, and are now in use. It is hoped that this contact can be put to local educational use in teacher training.

X. SUMMARY

Action of the State Teachers College Board is requested on the following items:

1. Graduation of students from the four and two-year curricula as listed for such action on August 8, 1941.
2. Leave of absence for Emily V. Baker.
3. Resignations of Mary E. Lyons, Oliver W. Fischer and Cleobelle Harrison.
4. Discharge of Spencer C. Wallace.
5. Transfer of Alice McKinney.
6. Employment of Beatrice Lehning, Helen Marie Hamilton, Mary Elizabeth McMullan, Ethel E. Little, Louis Hoover, Spencer C. Wallace, Ewell W. Fowler and Allen P. Britton in the positions and rank, and at the salaries as listed.
7. Employment of the teachers in the affiliated schools as listed.
8. Expansion of practice teaching into the Charleston (city) High School under the terms listed.
9. Resignation of Mrs. Loretta Harvey Whalen as senior department stenographer.
10. Permission for Institute of Juvenile Research to use two small offices in the Training School.
11. Approval of sale of radial drill to be used in naval contract work.
12. Approval of uniform scale for maintenance.

Respectfully submitted,

ROBERT G. BUZZARD, *President.*

MINUTES OF MEETING OF TEACHERS COLLEGE BOARD

December 15, 1941

The Teachers College Board met on December 15, 1941, at 10:00 A.M., at the Hotel La Salle, Chicago, Illinois. The meeting was called to order by Mr. Frank G. Thompson, Chairman of the Board. The roll was called with the following members present:

Mr. John Dill
Mr. Charles E. McMorris
Miss Harriet McIntire
Mr. Russell Guin
Mrs. Helen Rose Pegelow
Dr. Preston Bradley
Mr. Jacob Alschuler
Mr. Otto Beich
Mr. Frank G. Thompson, Chairman

Members absent were:

Mr. Lindell Sturgis
Mr. John A. Wieland, Secretary

Also present at the meeting were:

Mr. R. W. Fairchild, President
Illinois State Normal University
Mr. W. P. Morgan, President
Western Illinois State Teachers College
Mr. K. L. Adams, President
Northern Illinois State Teachers College
Mr. R. G. Buzzard, President
Eastern Illinois State Teachers College
Mr. Roscoe Pulliam, President
Southern Illinois State Normal University
Lucien A. File, Coordinator
Mr. Edwin McDonald, Newly Appointed Coordinator

Mr. Dill moved that the minutes of the previous meeting be approved without reading. Mrs. Pegelow seconded the motion. Motion carried. Minutes approved without reading.

President Morgan reported for Western Illinois State Teachers College. President Morgan requested that something be done for Miss Blenda Olson who has been handicapped by deafness and who has been on the college staff at Western for the past 32 years. It was suggested that Miss Olson be paid on emeritus standing and render such services as she can until such time she can be eligible for an emeritus salary.

Discussion was had regarding the superstructure for the swimming pool at Western. Mr. Alschuler questioned the necessity of a two-story roof for the swimming pool. President Morgan advised that

this was for offices and necessary rooms. It was suggested that a wood roof be substituted and wood trusses be used inasmuch as reinforcement steel cannot be secured.

The question was brought up regarding the Committee to investigate legal steps necessary to perfect a plan whereby teachers colleges may finance the building of buildings such as Student Union Buildings for the use of the colleges where the State does not see fit to make appropriations in full. Mr. Beich, Miss McIntire and Mr. O'Harra were formerly on the Committee for Union Buildings. Mr. Thompson, Chairman of the Board, is to appoint a new Committee for Union Buildings.

The Student Activity Board at Western has purchased a 56-acre tract of land which they wish to present to the State of Illinois for the use of Western Illinois State Teachers College. This land is clear from any encumbrance and the abstract has been brought up to date.

Dr. Bradley moved that inasmuch as this gift of land was clear that it be accepted by the Board subject to the Attorney General's approval. Mr. Guin seconded the motion. Motion carried.

Discussion was had regarding fire drills for the schools. It was suggested that the State Fire Marshal furnish a deputy to instruct the schools in fire drills; that the schools should have uniform regulations regarding such drills. It was further suggested that each President of the five colleges get action from the Fire Marshal's office for their particular school.

President Fairchild discussed the situation at Normal University. The students shift from room to room and they do not have enough room or exits from the building at any time. President Fairchild stated that each faculty member is responsible and knows where to send the students in case of fire. This arrangement has the approval of the Deputy Fire Marshal. It was suggested that this matter be ironed out with each President and Fire Marshal's office. President Fairchild stated he thought the fire drills and other safety measures should proceed in accordance with the Fire Marshal's office as far as possible. The presidents were instructed to get the approval of their fire drill setup direct from the Fire Marshal.

Dr. Bradley moved that fire drills and other safety measures be adopted by each school with the approval of the Fire Marshal's office. Miss McIntire seconded the motion. Motion carried.

Dr. Bradley made a motion that President Morgan's report be accepted as read with the exception of items A-H-J and I in the summary which have been previously covered by Board action. Mr. Dill seconded the motion. Motion carried.

President Pulliam reported for Southern Illinois Teachers College. Mr. Pulliam cited the case of Mr. Lee Sherretz, who has been unable to continue with his work as night watchman at Southern, and whose son has been working in the father's place. Mr. Pulliam stated that he would like to have this situation cleared up and suggested

that he believed he could secure a job for Mr. Sherretz's son at the Ordnance Plant. In view of the uncertainty of continuing Mr. Sherretz on the payroll, it was suggested that Mr. Pulliam proceed along the lines outlined.

Mr. Dill moved that President Pulliam's report be accepted as read. Mrs. Pegelow seconded the motion. Motion carried.

President Fairchild reported for Illinois State Normal University.

Mr. Dill moved that President Fairchild's report be accepted as read. Dr. Bradley seconded the motion. Motion carried.

President Buzzard reported for Eastern State Teachers College. The case of William B. Stanford, who was burned by a fluoroscope while attending hygiene classes, was discussed. It was advised that there is no liability under the statutes of the State of Illinois. Such cases come under the Court of Claims. No word has been received as yet from the Attorney General's office on this case.

Mr. Dill moved that President Buzzard's report be accepted as read. Miss McIntire seconded the motion. Motion carried.

President Adams reported for Northern Illinois State Teachers College. Miss McIntire moved that the report be accepted as read. Mr. Dill seconded the motion. Motion carried.

The following persons were proposed as medical examiners for the schools in connection with the Teachers Retirement Plan :

Rachel M. Cooper—Normal University
Elizabeth Benish—Northern Teachers College
Marie Henrichs—Southern Normal University
Ethel Little—Eastern Teachers College
H. Stubblefield—Western Teachers College

Mr. Dill moved that these people be named as Medical Examiners. Mr. Alschuler seconded the motion. Motion carried.

Mr. File, Coordinator for the Teachers Colleges, tendered his resignation as of February 1, 1942. With the approval of the Governor, the Board was asked to approve the appointment of Mr. Edwin McDonald to take Mr. File's place. Mr. Thompson, Chairman of the Board, commended Mr. File on his loyal and faithful service.

Mr. Dill moved that the Board adopt a resolution commending Mr. File for his loyal and faithful work. Miss McIntire seconded the motion. Motion carried.

Mrs. Pegelow moved that the appointment of Mr. Edwin McDonald as Coordinator for the Normal Schools be accepted. Mr. Guin seconded the motion. Motion carried.

Mr. Thompson suggested that each school pay Mr. File's travel expense for the extra months of February and March, 1942. Dr. Bradley moved that such expense be paid by the schools or from funds available, and that extra salary be paid from funds allotted the Normal School Board. Mr. Dill seconded the motion. Motion carried.

It was suggested that a Petty Cash Fund be set up for each school as this was the only efficient way to handle petty funds. Each school is to make up a requisition in the amount of \$100.00 for such a fund.

Dr. Bradley moved that Petty Cash Funds for each school be handled in the manner suggested. Miss McIntire seconded the motion. Motion carried.

Discussion followed regarding the payrolls for December. Those persons specifically exempt will be paid, and those properly certified will be paid. The schools are to make their payrolls up as instructed.

The printing of the Normal School Board Minutes was discussed, and it was suggested that just the summaries and minutes be printed or mimeographed to save on the cost of getting these out. These minutes are just for libraries in and out of the State and for the Teachers Colleges. Mr. File and Mr. McDonald are to check into the cost of mimeographing the Board Minutes and report their findings.

It was suggested that a committee be appointed to assist in receiving applications and interviewing applicants for the position of president at Western Illinois State Teachers College upon Dr. Morgan's retirement.

Dr. Bradley moved that the Chairman of the Board appoint three persons as a committee to receive applications and interview applicants for the position of president at Western. Mr. Dill seconded the motion. Motion carried.

Mrs. Pegelow inquired about the procedure for teachers who journey to the conventions and as to who are entitled to travel expense. Any member of a faculty who has part in a program is entitled to travel expense. They must have the permission of the President of the school to go to conventions and the Presidents should use their discretion as to who should go or should not go. The permission of the Governor is also necessary for out of state travel. Such travel should be held down to administrative people only.

Mr. File referred to Mr. Lloyd Morey's letter of December 10, which was addressed to Director Thompson, regarding the Retirement Fund System. Mr. Morey states in his letter that the new Retirement Law provides that the contributions of the State for benefits and expenses of the system shall be payable from appropriations made to employers subject to the Act. (Sec. 7.8). It also provides (Article 4. Sec. 4.1.) that the employer contributions shall be apportioned among the various funds and employers "in accordance with actuarial procedures approved by the Board." In order for the Retirement Board to apportion the charge among the different funds and institutions, it is necessary to secure from all institutions certified lists of their employees with salaries and ages. These lists have been requested and are now coming in, and as soon as they are completed will be tabulated and the information placed in the hands of the actuary. Attention is called to this matter at this time so that the Teachers College Board and the various institutions will know that such a charge is to be made.

Discussion followed regarding the next meeting of the Board. President Fairchild asked that the next meeting of the Board be held at Normal in the spring.

It was decided that the next meeting of the Board be held at Illinois State Normal University on Monday, March 30, 1942.

Mr. Alschuler moved that the meeting adjourn. Mr. Dill seconded the motion. Motion carried.

Meeting adjourned.

JOHN A. WIELAND, *Secretary*.

REPORT OF THE WESTERN ILLINOIS STATE TEACHERS COLLEGE MACOMB

December 15, 1941

I. STUDENTS

1. Attendance—(No report due).
2. A very definite drive was made by faculty and students to get available high school graduates of educational promise, and former students who had dropped out but who had good records, to enter for the Winter Quarter and qualify for teaching at the earliest possible date. County and city superintendents and high school principals were requested to canvass the conditions in their communities, list such persons as might be induced to prepare for teaching, and advise them of the opportunities in this field. Students turned in the names of such persons as they knew, and also wrote letters to these persons. As a result, we have enrolled twenty new students for the Winter Quarter to date. Last year, without any drive, we enrolled twenty-seven new students for the entire Winter Quarter. One may draw his own conclusions. But everything possible must be done to meet the growing scarcity of teachers without reducing the quality of those who become available for teaching positions, so we tried the plan outlined.
3. Due to a decreased enrollment for the past Fall Quarter, it was believed that staff members could give more time to conferences with students, and by well directed advice and assistance, perhaps reduce the number of failures. Faculty members responded to a request to try such an experiment, and while there were many who failed in one or more courses, it is our opinion without absolute data that the number was considerably reduced.

II. THE FACULTY

1. Miss Blenda Olson became a member of the college staff in 1909. She has now finished 32 years, and is beginning her

33d year. She taught German until the first World War, when there were no students who would enroll for it. She then became the teacher of French, and continued to be an excellent teacher. In recent years, she has been handicapped by increasing deafness. She gave up teaching French three years ago, and was assigned half-time work to take care of a special section in the library, sometimes described as a textbook library. Her new half-time salary was set at \$1,170.00 for 36 weeks, which is what she would be entitled to receive under the former retirement plan as a disability allowance. However, she preferred to work if possible. Were she to be retired at the end of this year under the new retirement plan, she would be entitled to not to exceed 50% of her average salary for the past three years. This would be an evident unfairness to her, and my suggestion is that she be continued in her present position, rendering such service as she is able to give for the next five years, that her salary be continued at the present rate (it was raised to \$1,215.00 for nine months at the beginning of this college year), and that at the end of the five years, when she will have reached retirement age, she be retired at that annual allowance, and carried with those who now receive an emeritus salary under the plan formerly in effect. Otherwise, she should be assigned a full time program at twice the half salary she now receives. It is hardly possible that she could endure such a program for the next five years. One other alternative for Miss Olson is that she be allowed to continue her duties on a half-time schedule and half-time salary for the next five years, at the end of which time she could be retired on approximately \$607.50 per year from the new retirement plan. This, if I am correctly informed, would not prevent the Board from giving her an additional \$607.50 as an emeritus salary, so that her total income from the State would be \$1,215.00.

III. OTHER COLLEGE EMPLOYEES

1. Mr. C. E. Asher, whose suspension for thirty days as Master Mechanic was reported at the Board meeting in October, has been reinstated at his former salary of \$2,010.00 for the twelve months.

Mr. Roy Carson, who was placed in charge at \$150.00 per month during Mr. Asher's suspension, has been returned to his former position as Stationary Engineer at his former salary of \$1,440.00 for twelve months.

Since Mr. Carson and a fireman, Mr. Webb, signed affidavits on basis of which Mr. Asher seems to have been suspended, there is likely to be considerable unpleasantness in the heating plant. Mr. Webb especially made the point in his testimony at the hearing that he just did not like Mr. Asher at all. I have talked with Mr. Webb about the possibility of his

asking for a Civil Service transfer to some other position. He seemed willing at that time, and it may be advisable to request a change for him in the near future.

2. Mrs. Edna Burton has been given a temporary appointment as assistant cook at Monroe Hall at \$40.00 per month, with maintenance. She will be required to take a Civil Service examination when one is given.
3. At the Board meeting of July 9, 1941, the death of Mr. Ray Gallaher, which occurred July 6, 1941, was reported, but through an oversight, the temporary appointment of his successor as janitor was not recorded in the report to this Board on October 13, 1941. Mr. Earl Stewart was appointed to this position at a salary of \$100.00 per month, and assumed his duties August 1, 1941. His appointment should be approved at this meeting.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM

1. The committees whose work was outlined for the former meeting of the Board report some progress.

VI. BUILDINGS AND GROUNDS

1. The W.P.A. project reported at the last meeting of the Board has been delayed again, and the report now is to the effect that it will not be started till next spring.
2. The plans for the superstructure for the swimming pool, which include a concrete floor and beams to support the top story and roof, were progressing nicely until we were notified that no reinforcement steel could be secured. The work on the plans has stopped temporarily, and we are now trying to get this reinforcement from junk dealers and building wreckers. Perhaps some report can be made verbally at the meeting on December 15.

VII. AUXILIARY ENTERPRISES

1. There was a bit of confusion about the "sales tax" requirements at the women's dormitory and the college cafeteria, as well as concerning student activity tickets at the beginning of the fiscal year, but some meetings in Springfield, which Mr. File arranged for us with State and Federal representatives, helped to get matters straightened out. All penalties and original amounts have been turned in, and it would seem that such matters are at present adjusted.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

1. A request was made for Board advice recently, and the point in question was referred to the Advisory Committee for the college. Since that time, matters have developed somewhat,

but not rapidly enough to take them to the Advisory Committee prior to the writing of this report. Hence the following statements are herewith submitted.

The student activity committee decided it would like to spend some of the surplus accumulated several years ago in the purchase of approximately fifty-six acres of pasture land, one-fourth of a mile from the present campus, across the corner of which the Lamoine River flows, for a college golf course. It was found that the land could be purchased for \$75.00 per acre, or \$4,200.00. A preliminary agreement was drawn up, and Mr. O. L. Champion, Business Manager for the college, was appointed trustee by the Student Activity Board to represent it in making the deal. The owner has brought the abstract down to date, and the title has been examined by a competent attorney and found to be good. The deed has been made to Mr. Champion, who has signed a "Declaration of Trust" for the Student Activity Board, and the purchase price has been paid. The Student Activity Board now wishes to present this tract of land to the State of Illinois for the use of the Western Illinois State Teachers College. It is hoped that the Teachers College Board will accept this gift as authorized by Senate Bill 406, amending Section 59 of the Civil Code, which was passed and approved by the Governor. If this land becomes the property of the State, an attempt will be made to get a W.P.A. project approved for its improvement, in order that it may be used as a college golf course.

2. At the Board meeting May 20, 1940, a committee of the Board was appointed to investigate the legal steps necessary for any one of the Teachers Colleges to build a union building, a dormitory, or similar undertaking, by financing it as the University of Illinois has financed its Union Building. That committee has not reported, so far as I know, but it is important that this matter should be investigated as soon as possible. If legislation is necessary, it ought to be planned during the next eight or ten months, so a bill can be put before the next General Assembly. It is my hope that steps may be taken soon to get all of the information needed for the Board to begin work on this important problem.
3. About two years ago, the matter of fire drills, as well as fire escapes, was considered by the Teachers College Board. In addition to the physical changes in the buildings, fire drills were authorized to take place once per month. At Western, as at some of the other Teachers Colleges, these drills have been carried out monthly, but there are certain difficulties, and the value of such drills is also in question, since a college student does not occupy the same room while at college as children do most of the time while in school. It is a bit like having fire drills at Marshall Field's, where the conditions

and the personnel change daily, or perhaps hourly. At any rate, it is a bit difficult for our students to understand why fire drills are conducted so religiously if they are not conducted at all of the Teachers Colleges. As indicated above, I doubt their value as a safety measure, but I am more than willing to conduct them if the plan is to be carried out in each and every one of the Teachers Colleges.

X. SUMMARY

1. Approval by the Board is requested on the following items:
 - a. Some fair plan for Miss Olson's further service and retirement.
 - b. Mr. Asher's reinstatement as Master Mechanic, as of October 15, 1941, at \$167.50 per month, for the remainder of the fiscal year closing June 30, 1942.
 - c. Mr. Roy Carson's return to his former position as Stationary Engineer at \$120.00 per month, for the remainder of the fiscal year ending June 30, 1942.
 - d. The temporary appointment of Mrs. Edna Burton as Assistant Cook at Monroe Hall, at \$40.00 per month, with room and board furnished her, beginning October 21, 1941.
 - e. The temporary appointment of Mr. Earl Stewart, as janitor at the college, at \$100.00 per month, without maintenance.
 - f. Efforts to get the W.P.A. project started at an early date.
 - g. Efforts to get superstructure for the swimming pool constructed as soon as possible, and with the best materials which are available for the money in hand.
 - h. Gift of fifty-six acres of pasture land, more or less, by the Student Activity Board of the College, to the State of Illinois for the use of the Western Illinois State Teachers College.
 - i. Efforts to be made to perfect a plan where the Teachers Colleges of Illinois may finance the building of buildings such as dormitories, student union buildings, or structures for the use of these colleges, for which the State may not see fit to make appropriations in full.
 - j. A program of uniform regulations for the five Teachers Colleges with respect to fire drills.

Respectfully submitted,

W. P. MORGAN, *President.*

REPORT OF THE SOUTHERN ILLINOIS NORMAL UNIVERSITY CARBONDALE

To be presented at the meeting of the Teachers College Board to be held at Chicago on December 15, 1941.

I. STUDENTS

1. Attendance, Fall Term, 1941

	Men	Women	Total	Total One Year Ago
(a) College				
Seniors	108	79	187	205
Juniors	117	107	224	320
Sophomores	272	255	527	574
Freshmen	410	373	783	1,081
Extension	181	371	552	908
Total Students Carrying College Subjects.....			2,273	3,088
(b) High Schools				
University High School			228	255
Cartersville Community High School.....			247	250
Total			475	505
(c) Elementary Schools				
Allyn Training School.....			139	132
Brush Training School.....			336	210
Rural Training Schools			182	201
Total			657	543
Grand Total			3,405	4,136

II. AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

1. Because of the new certificating law we have an increasing demand for extension service which the College is trying its best to meet. The bulk of the demand for extension work is for practical courses in the field of education. At the tuition rates which we are now collecting, a class of thirty or more students will pay for itself providing the center at which it is taught is not too far from the campus.

In order to meet this increased demand on the education and practice staff, I am recommending the appointment of Mr. William Neal Phelps as an additional faculty member to assume these duties as soon as he can be released from the Mt. Vernon High School.

Mr. Phelps is now employed in the Mt. Vernon High School. He has his Master's degree from the University of Illinois and has completed most of the work for his Doctor's degree at Colorado State Teachers College at Greeley, Colorado. I am recommending his employment at a salary of \$2,115 for the nine months of the regular school year.

2. Following the usual procedure, I sent a requisition through the Department of Registration and Education to the State Civil Service Commission for an extra fireman to be employed for the months of December, January, February, and March. I am asking the Board to validate the appointment of Mr. William Arthur Cook as extra fireman for the four-month period at a salary of one hundred dollars (\$100) a month.

3. At the last session of the Legislature, the College was given an appropriation of \$25,000 for the general rehabilitation of the buildings. A part of this has been used for conveying heat to the athletic stadium, and part of it has been used for a number of other propositions. More than \$20,000 of it still remains unpledged.

I believe that the most economical way in which a part of the money could be used would be to employ one full-time carpenter and one full-time painter for the winter months beginning December 15 for an indefinite period of time. These men would be put to work in the repairing and repainting of those portions of the College buildings that are most in need of attention.

The salary proposed for these positions is \$112.50 a month. The men have been requisitioned through regular employment channels. I should like the approval of the Board for this procedure.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS—No report.

VII. AUXILIARY ENTERPRISES

As a supplement to this report, I am presenting for the consideration of the Board two documents: The first one is a copy of the existing constitution of the University of Illinois Foundation. This Foundation was established about ten years ago and has been the agency through which the University has received gifts amounting to several hundred thousand dollars, to say nothing of other even more important uses which the University has made of the Foundation. The other document is a copy of a proposed constitution for a similar organization at Carbondale. In addition to these documents, I have with me the constitution and by-laws for the Foundation at the University of Maine. Southern Illinois Normal University has an immediate and practical need for a non-profit corporation affiliated with and subsidiary to the college, to assist in the acquisition of the land in our purchase area which has been blocked out by the Planning Committee. Some of this land the State has bought and is buying by outright purchase with State appropriations. However, State appropriations now available constitute only about one-fourth of the total amount of money that will be needed to complete the purchase.

There are two very cogent reasons besides the fact that we shall be able to save the State money on the land purchases which argue for the purchase of a part of this land by a college affiliated, non-profit corporation. The first of these reasons is that much of the property in question is now substantial, income-

producing property, which could be purchased by raising relatively small equities and then permitting the property to pay for itself over a period of years out of rentals. This is the way in which the University of Chicago has secured large areas of very expensive apartment house property across the Midway from the University. Several pieces of the property which we would like to acquire are in the possession of estates in process of settlement or of older widows and will in the normal course of events be up for sale in a few years at most. If we could set up a non-profit corporation and raise even as much as ten thousand dollars through the alumni, we could go a long way toward buying the most critical key pieces of this property on equities and then let them pay for themselves.

For example, the Dowdell property which is across the Illinois Central tracks from the Stadium is now for sale. Mr. Dowdell died about a year ago and there are six heirs. It is a beautiful piece of farm land which joins our own farm and our athletic fields, and ought, by all means, to be acquired. The price being asked for it is reasonable. There is a twelve-room house which a college affiliated organization now has had rented for four years at a monthly rental of eighty dollars. In addition, there are eighty acres of farm land and pasture which the College could lease from the corporation for its own use, or which the Foundation could rent to private persons. If the Foundation could pay for a small equity in this property, the rest of the money to carry it could be borrowed from citizens of Carbondale at extremely low rates of interest, since it would be possible for the corporation to mortgage the property to secure the loans. I need not point out, I am sure, that the State of Illinois cannot either buy property on equity or mortgage State lands. This idea of mortgaging the property is the second reason why a part of the land adjacent to the College should be owned by a college affiliated corporation rather than by the State. It is likely that when the defense crisis is over, during the transition period, it will be possible to borrow money at very low rates of interest, and it will also be possible to build buildings at very reasonable prices. When this time comes, the Southern Illinois Normal University ought to be able to build a considerable number of self-liquidating student service buildings such as dormitories, and a union building similar to the ones which have been built in many other places, among them the University of Illinois. The soundest way of handling such a project is to borrow the money on a long-term first mortgage loan from some money-lending agency and let the income from the property amortize the loan.

The possibility of doing this at Carbondale was explored four or five years ago, and it was found then that the legal restrictions on pledging State income and the mortgaging of State property are such that no lending agency will risk lending money

on such structures if they are to be built on State lands and managed or leased by the State.

If a non-profit corporation owned the land, and were bound by its charter to convey the property to the State when the loans are paid, it would be possible, I was told last summer by a representative of a St. Louis investment bank, for us to secure all of the money necessary for the building, by giving the lending agency a mortgage on both the building and the land until the loan is paid. The investment house would assume all of the responsibility for marketing the bonds, and, in this instance, even offered to furnish the architect's services in planning and supervising the construction of the buildings under strictly private contracts.

There is a further point that is worthy of consideration. All of the teachers colleges of Illinois are now quite old and have built up a large clientele of loyal supporters. They should be constantly receiving substantial gifts and bequests. Hitherto, the record of gifts to these institutions has not been good, partly because there has been no agency to solicit and receive gifts, and partly because prospective donors to the institutions had a feeling that to give money to the College was to give money to the State. Even under these conditions Southern Illinois Normal University has not fared badly on gifts. During the past five years there have been given to the College various pieces of equipment and amounts of money to a total value of \$46,720. The largest single item was the money contributed for the building of the Stadium. In addition to the money given directly to the College, some college affiliated agencies have fared even better.

The Baptist Foundation, for example, has received total contributions to date of \$50,000, \$10,000 of which came from a single donor, and several of the other student and affiliated church organizations have accumulated substantial amounts of money. The total of all gifts received during the last five years is \$100,120.

(For anyone who is interested, I have an itemized list of all gifts included in this figure.) If we establish a Foundation of the kind described, we will have a definite entity which can solicit and receive gifts for scholarships and student loans and for other special purposes; and which can also give full assurance to the donors that the gifts will be used according to the terms of each bequest or donation.

I respectfully submit the recommendation that the Board authorize the establishment of a Foundation called the Southern Illinois Normal University Foundation which shall have the powers and duties described in the constitution submitted. The detailed provisions of this proposed constitution are, of course, subject to critical examination, discussion, and alteration where it seems desirable to have them altered. They have been copied in the main from the constitution of the University of Illinois Foundation.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS—No report.

X. SUMMARY

The approval of the Teachers College Board is asked for the following items which I am recommending:

1. The appointment of Mr. William Neal Phelps as an instructor in the Education Department at the salary indicated.
2. Validation of the appointment of Mr. William Arthur Cook as extra fireman for four months beginning December 1, at the salary indicated.
3. Authority to employ a full-time carpenter and painter for the winter months, at the salary indicated.
4. Approval of the establishment of a Southern Illinois Normal University Foundation.

Respectfully submitted,
 ROSCOE PULLIAM.

SOUTHERN ILLINOIS NORMAL UNIVERSITY CARBONDALE

Supplement to the Board Report for December 15, 1941

II. AND III. FACULTY AND OTHER SCHOOL EMPLOYEES

4. Since preparing and mailing the official report to the Board, the development of the War Crisis has made it seem advisable to us to provide night courses for the quick training of clerical workers to staff the offices in the Illinois Ordnance Plant. A week ago when we announced these courses we were surprised to have over one hundred applications for instruction at a tuition rate of five dollars per course.

As we have set these courses up they will pay for themselves, but it will be necessary for us to employ some additional help on a part-time basis. Accordingly, we have employed Mrs. Sophia Baer, Miss Barbara Hoyle, and Mr. O. K. Bowen. These persons are to be paid by the hour according to the weekly load they carry. As the work changes from period to period, change will occur in their teaching load. For the present, Mrs. Baer is to receive \$15 per week, Miss Hoyle \$9, and Mr. Bowen \$6.

In addition to these extra instructors whom we have employed from off the faculty, we have asked Mr. Leonard J. Keefe and Mr. Delmar Olson, the business education and industrial arts teachers in the University High School, to teach some of this night work in addition to the full load which they are now carrying. Since the courses they will teach will much more than pay for themselves, it is proper to increase their salaries for as long as they do the extra night teaching. I am recom-

mending, therefore, that Mr. Keefe's salary be raised from \$200 to \$236 per month, and Mr. Olson's from \$245 to \$265.

It is understood that when the emergency classes are discontinued or when either of these men stops teaching in the night school, his salary is to be reduced to the former figure.

Since Carbondale is in the midst of one of the great areas of defense activity, I should like to have authority from the Board to take any steps that seem advisable to meet a defense emergency in education, provided money is available to finance the work.

ILLINOIS STATE NORMAL UNIVERSITY

NORMAL

PRESIDENT'S REPORT

Meeting in Chicago, December 15, 1941

To the Chairman and Members of the Teachers College Board:

The following report is submitted from the Illinois State Normal University:

I. STUDENTS

1. Attendance for the First Semester, 1941-1942

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. University				
Post Graduates	3	2	5	13
Seniors	82	157	239	278
Juniors	95	169	264	298
Sophomores	125	344	469	464
Freshmen	223	393	616	747
Special	19	9	28	20
Total College Students on Campus	547	1,074	1,621	1,820
b. University High School.....	189	140	329	369
c. University Elementary School.....	117	157	274	267
d. Auxiliary Training Schools				
Illinois Soldiers and Sailors				
Children's School	232	140	372	409
Rural Schools	54	37	91	145
Towanda Schools (High School and Grades)	77	91	168	178
Total Pupils, Elementary and Secondary	669	565	1,234	1,368
Total	1,216	1,639	2,855	3,188
Extension	52	515	567	579
Grand Total	1,268	2,154	3,422	3,767

2. Extension:

Enrollment in the various extension centers compares very favorably with the enrollment of one year ago. These centers, the departmental courses offered, the instructor, and the number in the class are here presented.

TEACHERS COLLEGE BOARD

Center	Course	Instructor	Enrollment
Lincoln.....	Recreational Leadership E250.....	Barto, Margaret.....	20
Gilman.....	School and Community Relations E204.....	Carrington, J. W.....	23
Normal.....	Geography of Illinois E212.....	Crompton, Mabel.....	17
Decatur.....	Modern Health Problems and Processes E240.....	Dean, Elizabeth.....	37
Streator.....	Principles of Economics E121.....	Glasener, F. R.....	31
Danville.....	Elementary Agriculture E101.....	Green, J. W.....	9*
Springfield.....	Social and Economic Organization E161.....	Hacker, L. W.....	42
Taylorville.....	Social and Economic Organization E161.....	Hacker, L. W.....	17
Danville.....	Mental Hygiene E234.....	Hibler, F. W.....	23
Pontiac.....	Geography of South America E215.....	Holmes, L. A.....	30
Morris.....	Literature of Music E151.....	Knudson, Emma.....	31
Gibson City.....	Economic Geography E113.....	Lathrop, H. O.....	38
Gillespie.....	Elementary Agriculture E101.....	Laubach, L. E.....	39
Taylorville.....	Applied Nature Study E222.....	Miller, L. W.....	20
Normal.....	Social Pathology E263.....	Moore, C. W.....	34
Tremont.....	Political Institutions of Illinois E151.....	Orr, Clarence.....	19
Manito.....	Political Institutions of Illinois E151.....	Orr, Clarence.....	18
Springfield.....	Recent American History E234.....	Orr, Clarence.....	21
Carlinville.....	Reading Method E107.....	Parker, Rose E.....	15
Viriden.....	Art Processes E102.....	Weismann, Donald.....	45
Normal.....	Applied Nature Study E222.....	Young, J. E.....	15
Pontiac.....	Elementary Agriculture E101.....	Young, O. L.....	23
Total Enrollment First Semester 1941-1942.....			567

* Mr. Green and Mr. Hibler make the trip to Danville together, hence no extra travel expense for this small class.

II. FACULTY

1. Resignations:

- Miss Harriett Berninger, Assistant Professor of Education, effective January 23, 1942, because of health reasons. Miss Berninger has been a member of the faculty of Illinois State Normal University since 1929 and plans to retire from the teaching profession. This position will not be filled, but the work will be divided among other faculty members in the Department of Education.
- Dr. Flora M. Wilder, Assistant Professor of Psychology and Education, effective January 23, 1942. Miss Wilder plans to be married and is leaving the teaching profession. This position will not be filled but the work will be distributed among other members of the Departments of Psychology and of Education.

2. Leave of Absence:

- Miss Ruth Huggins, Instructor and Supervising Teacher of English and Latin in the affiliated high school at Towanda, for the second semester of the 1941-1942 school year and for the entire 1942-1943 school year, in order to do work on her Doctor's degree in the Graduate School of Education of Harvard University. A recommendation will be made later for a person to fill the leave of absence position during the year and a half that Miss Huggins is at Harvard. Her employment and salary represent a joint responsibility of the Board of Education at Towanda and the Teachers College Board.

3. Death of Former Teacher:

- It has just been learned that Miss Margaret E. Lee, member of the faculty of Illinois State Normal University from

1907 to 1932, and who since that time has been listed as Emerita Assistant Professor of Kindergarten Education, passed away in Palo Alto, California, on November 30. Miss Lee has visited the campus on several occasions during the past few years and it has been very evident that her contribution to pre-elementary education was outstanding during her years of service in the State of Illinois.

4. New Assignment Recommended:

- a. The general administrative work of Illinois State Normal University has reached a point where the size of the school and the increasing demands on the part of both State and Federal authorities necessitate some relief being given to the President beyond that which can be afforded by the Dean of the University whose time is entirely taken with internal administrative details, including programming. I am therefore recommending that Dr. C. A. De Young, Head of the Department of Education, be given the additional title of "Administrative Assistant to the President" to handle such additional work as may be definitely delegated to him. It is distinctly understood that this is not the creation of an additional position and Dr. De Young's present salary is not to be altered because of this assignment. His teaching load will be adjusted so as to make possible the additional work that may be assigned to him. It is further recommended that this action be effective from December 15, 1941.

III. OTHER SCHOOL EMPLOYEES

1. New Appointments Recommended:

- a. Mr. Carl Rhoads of Bloomington, Illinois, as groundsman at a salary of \$115.00 per month or \$1,380.00 for the twelve months period, effective from October 27, 1941. Mr. Rhoads takes the place of Mr. Carl Hauptman, whose resignation was accepted at the October 13 meeting of the Teachers College Board. Mr. Rhoads was recommended for appointment by Governor Green's Advisory Committee on Employment, notification of this appointment being received from Philip M. Harman, Superintendent of Registration, on October 22, 1941.
- b. Mr. W. P. Lawson of LeRoy, Illinois, as Superintendent of Buildings at a salary of \$175.00 per month or \$2,100.00 for the year of twelve months, effective from January 15, 1942. This is a new position created by the Teachers College Board at the regular meeting on May 19, 1941. Mr. Lawson was recommended for appointment by Governor Green's Advisory Committee on Employment, notification of this appointment being received from Philip M. Harman, Superintendent of Registration, on December 8, 1941.

- c. Mr. Russel Curtis of Arrowsmith, Illinois, as groundsman at a salary of \$115.00 per month or \$1,380.00 for the twelve months period, effective from December 15, 1941. Mr. Curtis takes the place of Mr. Marion Foltz, transferred to the heating plant staff. Mr. Curtis was recommended for appointment by Governor Green's Advisory Committee on Employment, notification of this appointment being received from Philip M. Harman, Superintendent of Registration, on December 8, 1941.
- 2. Alterations in Positions and Salary Changes Recommended:
 - a. At the July 9 meeting of the Teachers College Board it was indicated that Mr. W. A. Rice, now designated as head janitor and receiving a salary of \$160.00 per month, was to be assigned as janitor of North Hall, effective September 1, 1941, at a monthly salary of \$125.00. It has been impossible to get the appointment of a Superintendent of Buildings until the present time and Mr. Rice has continued in the capacity of head janitor, a title not listed in Civil Service classification. Mr. Rice will begin his new duties as janitor of North Hall effective January 15, 1942, and his monthly salary will be changed to the maximum for janitors of \$125.00 per month.
 - b. In the Board report of July 9, 1941, it was indicated that Mr. Elmer Zook, janitor of North Hall, would retire. I am now recommending that Mr. Zook be continued as extra man until June 30, 1942, since this additional help will be needed and he can very effectively do the janitorial work that is to be assigned to him, effective from January 15, 1942.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

- 1. New Construction:
 - a. Plans are rapidly being completed for the addition to McCormick Gymnasium and it is understood that the Division of Architecture and Engineering will submit plans and specifications for bids, although no one is optimistic about the possibility of going ahead with the work at this time because of restriction on certain building materials.
 - b. Plans for the changes in the front of Fell Hall and in the basement rooms are being completed and it is expected that the materials involved will not be such as to delay or make impossible the work contemplated on this women's residence hall.
 - c. Plans and specifications for the beef cattle and the swine barns at the University Farm are practically completed

and bids will be called for in the very near future. All the materials used in this construction are such as may still be obtained.

2. Purchase of Property :

- a. The purchase of Smith Hall was completed on October 22, 1941, when a State warrant for \$25,000.00 was delivered to the attorney representing the D. C. Smith estate and the deed for the property was received by a representative of the Department of Finance and taken to Springfield. Some repair work remains to be done, but this is of an electrical and plumbing nature and it therefore may be partially or entirely held up by priority on materials. The acquisition of Smith Hall fulfills a great desire and meets a real need in connection with the housing and social life of men students at Illinois State Normal University.

3. Major Repairs :

- a. Most of the major repairs authorized and contemplated at the present time have been completed. This includes painting, plastering, and a large amount of floor work. Additional work will soon be done on gutters and downspouts on several of the buildings, this work having been authorized by the Division of Architecture and Engineering.
- b. The word "Gymnasium" over the door to the Old Castle, more recently known as John W. Cook Hall, has been removed and the new name, "John W. Cook Hall," has been cut into the stone panel. The new drinking fountain under the plaque of former President John W. Cook has been authorized and when this work is completed, the main entrance will be redecorated, all of which will conclude a fitting tribute in the rededication of the building to former President Cook.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

1. National Youth Administration Program :

- a. The agricultural-industrial project at the University Farm, which has been in operation for the past several years, is to be discontinued by federal order on Friday evening, December 19. This project has served a great many young men with the number at any one time ranging from approximately 60 to 130. The federal government has constructed eight buildings, which it is understood will be left at the University Farm and made available to the University as long as not used by federal authorities. It is regretted that this project is to be closed, since a number of young men have availed themselves of furthering their education through this program.

- b. It is understood that the student N. Y. A. program is to be drastically curtailed about February 1. This decided reduction in the funds available for men and women students will undoubtedly necessitate some of them giving up further possibilities of a college education. Some of the group may be absorbed into other types of work. There seems to be a well-founded impression that there will not be any N. Y. A. work available for college students when the 1942-1943 school year opens next September. This will of necessity mean additional contribution to the difficulty of keeping college enrollment near the present basis. It appears that the foregoing and other conditions will make college attendance vastly more difficult on the part of students next year than it has been for the past several years.

IX. MISCELLANEOUS

1. Placement Report:

- a. Enclosed with this Board Report you will find information concerning the placement of graduates and alumni during the past year and particularly during the spring and summer months. An examination of this report will indicate that in elementary education we have been able to place all of our graduates and that with the exception of a few general departments in secondary education, where we are in competition with all liberal arts colleges and universities, we have placed almost one hundred per cent of students who graduated last June and August. I believe that the report that has been made by Dr. Carrington, Director of Placement, is of such nature that it will not need further comment in this report.

X. SUMMARY

Board approval of the following recommendations is requested:

1. Acceptance of the resignations of Miss Harriett Berninger and Miss Flora M. Wilder.
2. Granting of leave of absence to Miss Ruth Huggins.
3. Assignment of additional duties to Dr. C. A. De Young under the additional title of "Administrative Assistant to the President."
4. Employment of Mr. Carl Rhoads as groundsman.
5. Employment of Mr. W. P. Lawson as Superintendent of Buildings.
6. Alterations in the work and date of assignment to new activities of Mr. W. A. Rice and Mr. Elmer Zook.

Respectfully submitted,

R. W. FAIRCHILD.

REPORT OF THE NORTHERN ILLINOIS STATE TEACHERS COLLEGE DE KALB

To Be Presented at the Meeting of the Teachers College Board
at Chicago

December 15, 1941

To the Chairman and Members of the Teachers College Board:

LADIES AND GENTLEMEN: I have the honor to submit the following report:

I. STUDENTS

1. Attendance, Fall Quarter, 1941

	Men and Boys	Women and Girls	Total	Total One Year Ago
a. College				
Post Graduates	4	2	6	9
Seniors	57	89	146	133
Juniors	79	111	190	208
Sophomores	72	179	251	323
Freshmen	158	257	415	500
Total College	370	638	1,008	1,173
b. DeKalb High School.....	330	354	684	479
c. Elementary Grades				
McMurry Training School.....	129	115	244	237
Glidden Training School.....	135	150	285	243
Affiliated Rural Schools.....	21	19	40	46
Total Elementary	285	284	569	526

- Registration for the winter quarter took place on Monday, December 8. In spite of the fact that a state of war with Japan originated on the Sunday preceding registration and the fact that we discontinued registration Monday morning during the time of the President's address to Congress asking for a declaration of war against Japan, our winter term enrollment is 951 as of December 11. This represents a 5.7% loss from the fall enrollment of 1,008. The last school year we had 1,172 students during the fall and 1,088 during the winter quarters. This represented a decrease of 7%. It seems rather strange that our decrease in enrollment at the present time is not greater than it was a year ago as far as percentages measure it.

II. FACULTY

- I wish to recommend for approval the appointment of Miss Ruby F. Clark, home economics methods instructor, who teaches one-eighth time on the campus and seven-eighths time in the Home Economics Department of high schools in the area which the college serves. Miss Clark earned her Bachelor's and Master's degrees at the Colorado State College of Agriculture and Mechanic Arts with a major in Home Economics Education. She has had teaching experience in rural schools, in the Hayden, Colorado, High School, in the Canon City, Colorado, Roosevelt High School, and has supervised student teachers

and managed the school cafeteria at Arvada, Colorado. The college will place her on the payroll at a salary at the rate of \$2,400 for fifty-two weeks and according to an agreement with the Board for Vocational Education, it will be reimbursed to the amount of \$2,100 or seven-eighths of her salary at the end of the year. This position has already been authorized by the Board. Miss Clark began work at the beginning of the winter quarter, December 8.

2. Due to the death of Miss Grace Nix, who was director of Williston Hall, we have been operating on a temporary arrangement with Miss Donalda Morrison acting as director of the dormitory and also handling the dining service. We have had one of our faculty members, Miss Mary Williams, living at the dormitory to assist Miss Morrison in certain relationships with the young women and their guests. It seems desirable at the present time to reorganize the administration of the hall with a director in charge and an assistant director to handle many of these duties and responsibilities and also to teach part-time. It is my plan to appoint Miss Morrison, who was director of the dining service and college nurse, to the position of director of the dormitory. I am not prepared at the present time to recommend a person for the position as assistant director of the Hall. I should like the approval of the Board for this change.
3. On May 14, 1940, Miss Wilma Hill, faculty member in the Department of Fine Arts, was seriously injured in an automobile accident while enroute to McHenry, where she was to conduct a class in extension. This class was a part of Miss Hill's regular college load. I reported this accident to the Board at its next meeting and I am reporting it now only because of the fact that Miss Hill subsequently through her attorneys, filed a claim in the Court of Claims against the State of Illinois. I refused to supply the information necessary for the secretary of State or the attorney general to carry on the action as I knew that Miss Hill had a claim in the court at DeKalb County against the driver, a registered chauffeur operating a commercial taxi company, protected adequately by insurance. I told Miss Hill I would not supply the information necessary to keep her case before the Court of Claims until her case in the Circuit Court of DeKalb County was cleared. Miss Hill informed me this morning that her suit has been settled, that she has been paid by the insurance company, and that the matter is entirely cleared. Her attorney will withdraw the complaint against the State, No. 3607, filed on May 9, 1941. I am presenting this material as a matter of record for the Board.

III. OTHER SCHOOL EMPLOYEES

1. I wish to recommend for approval the appointment of Miss Ada Scent of Sandwich. Miss Scent came to the college in

reply to a requisition for a junior stenographer from Civil Service. She is now in her probationary period of ninety days. At the present time we are very well satisfied with her work. She will receive a salary of \$100 a month. Miss Scent reported for work at the office of the director of training on November 17. This position was authorized by the Board at its meeting at Charleston on October 13.

2. I wish to report to the Board that I was directed by our Department to suspend Mr. Clarence Taylor, college carpenter, for a period of thirty days beginning November 10 because of violation of the Civil Service rule concerning political activity. I personally informed Mr. Taylor of this statement and presented him with this notice. I engaged Mr. Clarence Jacox, DeKalb carpenter, for this position. On December 10, Mr. Taylor reported for work on the campus. I did not put him to work, subject to directions concerning his hearing which was held in Dixon on December 12. Both men are good carpenters but the college would like to know which one is to be continued as carpenter.

IV. THE ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

I wish to report for the information of the Board that we are in a serious condition with respect to the continuance of our Science Building. At the present time we have on hand steel and material to finish the second story. We have reinforcing steel enough to finish the rest of the building. However, the structural steel needed for the plants above the windows and between the window sections of both ends of the building and with the absence of steel units on the ends, will make it impossible for us to continue our building beyond the third floor slab. This seems a major tragedy to us on the campus at DeKalb. I have made direct contact through Congressman Mason with the authorities in Washington, asking for a project priority for our building. Last week the progress in this respect seemed to indicate that we would get it. However, at the present time that seems neither probable and hardly possible. With the advent of the war, I find it difficult to develop the same enthusiasm for this request as I previously had. However, I still feel that in the long run and in terms of long run planning, the completion of this Science Building would be a sound unit in national defense. I am making this report for the information of the Board.

VII. AUXILIARY ENTERPRISES—No report.

VIII. STUDENT LIFE

Upon the recommendation of a large majority of the men students, I asked the Board for permission to increase the student

activities fee to include 25c for the Men's Union, an organization open to all men of the college. This matter was approved by the Board and was put into effect at the college in the fall of 1940.

This year, the women students asked for similar permission. They conducted a ballot at which time 75% of the women students in the college voted and 70% of them voted in the affirmative for the organization of a Woman's League, open to all women in the college. I am presenting this as a memorandum to the Board as I felt the two policies were so similar that I could put the action into effect at the beginning of this winter quarter, which I did. I should like the approval of the Board for this change.

IX. MISCELLANEOUS—No report.

X. SUMMARY

Action is requested on the following:

1. Approval of the appointment of Miss Ruby F. Clark at the salary indicated.
2. Approval of the appointment of Miss Donalda Morrison as director of Williston Hall at no change in salary.
3. Permission to select an assistant director of Williston Hall, this person to teach part-time.
4. Approval of the appointment of Miss Ada Scent at the salary indicated.
5. Suggestions concerning the handling of the case of the college carpenter.
6. Approval of the increase of 25c in student activities fee for women.

Respectively submitted,

KARL L. ADAMS, *President.*

REPORT OF THE EASTERN ILLINOIS STATE TEACHERS COLLEGE CHARLESTON

For the Meeting in Chicago
December 15, 1941

To the Chairman, Secretary, and Members of the State Teachers College Board:

LADIES AND GENTLEMEN: The following report concerning the Eastern Illinois State Teachers College is presented for your consideration:

PROCEEDINGS

I. STUDENTS

1. Attendance, Fall Quarter, 1941

a. College

Class	Men	Women	Total	Total One Year Ago	Per Cent Change
Postgraduates	1	2	3	2	50.0% gain
Seniors	58	80	138	111	24.0% gain
Juniors	67	68	135	199	32.0% loss
Sophomores	128	192	320	355	9.9% loss
Freshmen	155	164	319	485	34.2% loss
Unclassified	1	1	2	0	...
Total	410	507	917	1,152	20.4% loss

b. High Schools

	Boys	Girls	Total	Total One Year Ago
T. C. High School	105	97	202	213
Humboldt C. H. S.	62	52	114	116
Kansas C. H. S.	41	72	113	0
Charleston C. H. S.	48	67	115	0
Total	256	288	544	329

c. Elementary Schools

	Boys	Girls	Total	Total One Year Ago
T. C. Elementary	113	128	241	234
Humboldt Elementary	23	16	39	45
Clear Springs Rural	10	15	25	18
Oak Grove Rural	6	5	11	9
Muddy Point Rural	10	5	15	18
Total	162	169	331	324

d. Extension (First half-year, 1941-42)

Center	Course	Enrollment	Instructor
1. Campus	Education E477	7	Dr. Heise
2. Campus	Social Science E235	14	Dr. Wood
3. Campus	Music E230	8	Mr. Warner
4. Casey	Art E130	22	Mr. Hoover
5. Effingham	Education E344	24	Dr. Zeigel
6. Fairfield	Education E450	29	Dr. Heise
7. Flora	Education E451	27	Dr. Rothschild
8. Hillsboro	Social Science E363	46	Dr. Alter
9. Lawrenceville	Social Science E365	24	Dr. Coleman
10. Mattoon	Education E446	21	Dr. Heise
11. Mt. Carmel	Music E228	33	Dr. Dvorak
12. Newton	Speech E345	20	Dr. Ross
13. Olney	Education E446	37	Dr. Heise
14. Paris	Geography E231	28	Dr. Carls
15. Robinson	Education E455	39	Dr. Cavins
16. Shelbyville	Education E450	26	Dr. Heise
17. Toledo	Geography E130	24	Dr. Carls
18. Tuscola	Education E450	26	Dr. Heise
19. Vandalia	Education E313	24	Dr. Heise
20. Westville	Education E447	30	Dr. Beu
Total		509	

RECAPITULATION

Total College enrollment	917
Total High School enrollment	329
Total Elementary School enrollment	331
Total Extension enrollment	509
Grand Total Enrollment	2,086

e. Origin of Students

The map of Illinois, on page 219, indicates the origin of the 1941-42 student body by counties. Coles County contributes 266 students, or 29.0% of the enrollment. Twenty additional counties contribute from 10 to 49 students each, and form a contiguous block of territory, roughly trian-

gular in shape, with Vermilion County on the north, Madison County on the southwest and Wabash County on the southeast as apexes. These counties and their student contributions are:

Vermilion	49	Richland	29
Crawford	43	Jasper	27
Shelby	41	Lawrence	27
Douglas	37	Moultrie	26
Edgar	35	Christian	23
Effingham	33	Clay	17
Clark	31	Wabash	17
Cumberland	31	Champaign	12
Fayette	31	Madison	12
Montgomery	30	Marion	10

No other county contributes more than the 9 students which Sangamon County sends to the college.

Six hundred and forty out of 917 students, or 70% of the total, come less than approximately 50 miles to college, as shown by the distributive map. Eight hundred and ninety-seven students, or 94% of the enrollment, come less than approximately 100 miles to college. Only 41 students, or 4% of the total, live more than approximately 100 miles from college, and 2% of the enrollment, or 19 students, come from outside Illinois.

f. Choice of Teaching Fields:

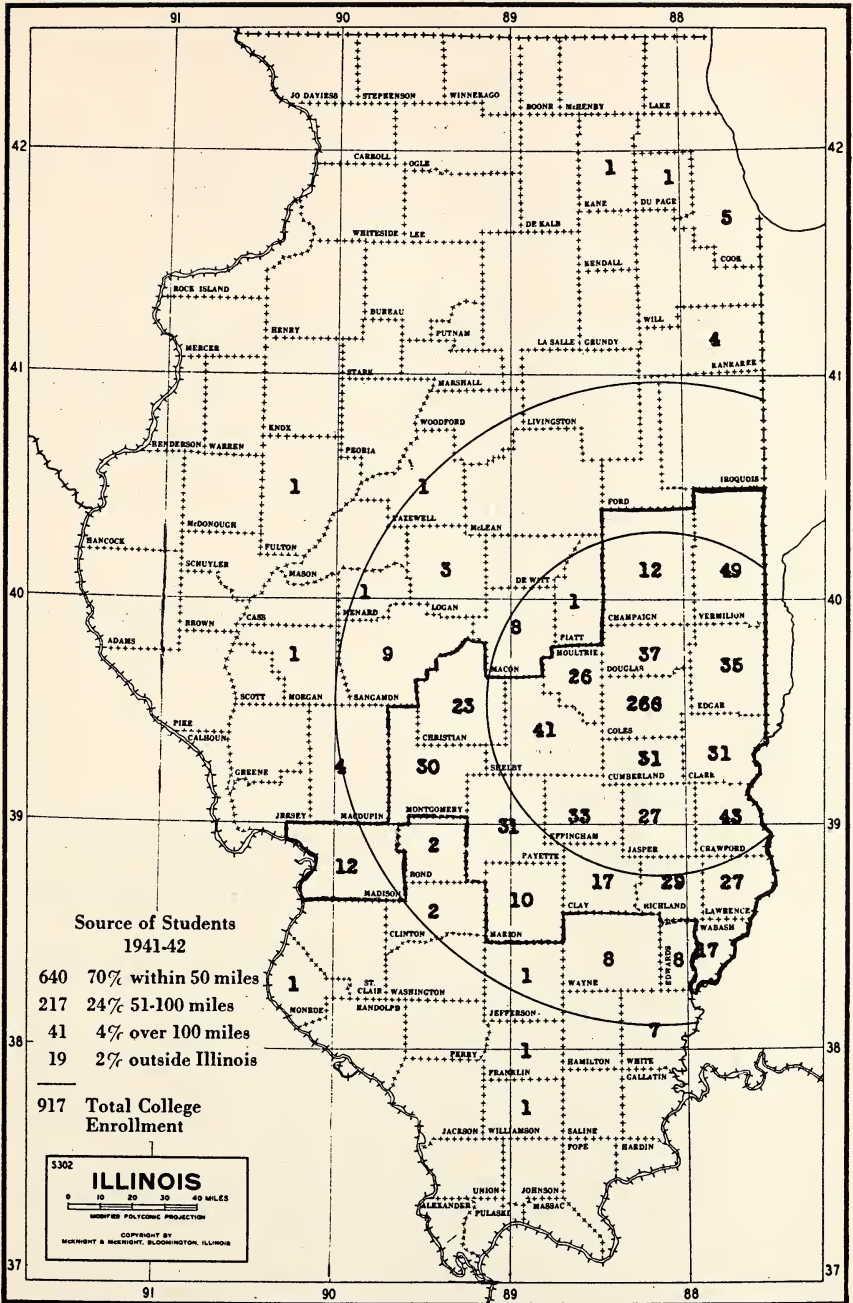
Shift in the selection of teaching fields on the high school level is indicated by the following five-year tabulation of "major subject" choice:

Major Subject	1937-38	1938-39	1939-40	1940-41	1941-42
Art	4	12	13	21	19
Botany	20	28	25	19	15
Chemistry	34	38	38	44	54
Commerce	29	129	174	169	146
English	54	76	83	71	60
Geography	6	10	8	4	7
Home Economics	83	107	99	105	92
Industrial Arts	84	114	105	89	74
Latin	15	14	14	12	12
Mathematics	59	79	92	79	62
Music	24	36	38	49	42
Physical Education (Men)...	0	40	58	59	36
Physics	12	16	20	17	13
Social Science	110	91	113	110	70
Speech	0	7	21	21	23
Zoology	19	20	17	19	22
Post-graduates	5	3	8	2	3
Unclassified	0	0	0	0	2
Elementary Education (4 yr.)	31	76	92	80	61
Elementary Education (2 yr.)	152	141	133	182	104
Total Enrollment	741	1,037	1,151	1,152	917

II. FACULTY

1. Leave of absence:

- a. Emily V. Baker, A.M., Instructor and Sixth Grade Critic, now on leave of absence for study in Teachers College,



Heavy line encloses contiguous area of counties contributing at least 10 students.

Columbia University, desires extension of leave until the end of the current school year, in order to complete the requirements for the Doctor of Education degree.

2. Substitute Instructor:

- a. Beatrice Lehning, A.M., Substitute Instructor and Sixth Grade Critic, vice Emily V. Baker on leave, is recommended to continue in her present position for the remainder of the current school year at the same salary of \$225 per month.

3. Instructor on leave:

- a. Paris J. Van Horn, M.S., Instructor in Science and Athletic Coach of the Teachers College High School, on leave as Captain in the Engineer Corps, U. S. Army, is still confined to the Billings Hospital at Fort Benjamin Harrison, Indianapolis, Indiana, and under observation preliminary to a series of operations connected with sinusitis and allergic conditions. Raymond Blake, A.M., continues to serve as Captain Van Horn's substitute.

III. OTHER EMPLOYEES

- a. Dale Cowgill and Wilbert Miller, temporary employees on the grounds, were released from duty as of November 15, when outdoor activities were curtailed by weather conditions.

IV. ORGANIZATION—No report.

V. THE CURRICULUM—No report.

VI. BUILDINGS AND GROUNDS

- a. The roof of the Main Building is now under repair, at a cost of \$3,635.00, leaving a margin of \$5.00 in the amount of \$3,640.00 appropriated by the General Assembly for this purpose.
- b. Bids have been taken for the redecoration of the Old Auditorium, but the contract has not been let as far as can be ascertained on this date.
- c. Considerable laying of new floors, redecorating walls and building of cupboards for supplies have been accomplished by the college carpenter and painter. Particular attention has been given to the Art Department rooms, and these now present a creditable appearance.
- d. Suggested plans for the Home Management House are being made, and should be submitted to the Division of Architecture and Engineering soon.

VII. AUXILIARY ENTERPRISES

The complete financial report for the fiscal year 1940-41 has been mailed under separate cover to each member of the Board.

VIII. STUDENT LIFE—No report.

IX. MISCELLANEOUS

- a. The report of the auditors for the period ending June 30, 1941, has been filed, and finds a satisfactory condition in the handling of all funds received and disbursed.
- b. The report of the Bureau of Teacher Placement is enclosed with this report. It presents data for complete placement of the Class of 1941, plus many additional placements.

X. SUMMARY

Action of the Teachers College Board is requested on the following items:

1. Extension of leave of absence for Emily V. Baker.
2. Continued employment of Beatrice Lehning as a substitute for Emily V. Baker.

Respectfully submitted,
ROBERT G. BUZZARD, *President*.





